

SECTION CLOSED

#4

61 Nassau Street,
Uniontown, Penna
January 30, 1934

Mr. J. Edgar Hoover,
Director Bureau of Investigation
United States Department of Justice,
Washington, D.C.

Dear Sir:

Will you kindly forward me
an application for a position as
special agent in the Bureau of
Investigation?

Thanking you for this courtesy,
I remain,

Very truly yours, o

Richard B. Hood

ack. 2/5/34

RECORDED

FEB 7 1934

67-35038-1	
DIVISION OF INVESTIGATION	
FEB 1 1934	
U. S. DEPT. OF JUSTICE	
TOLSON CH. CL. 116	FILE

JFH:RCB

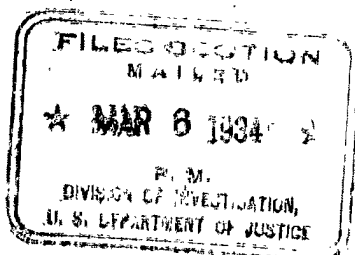
March 6, 1934.

MEMORANDUM FOR MR. TOLSON

Mr. George F. Ruch has spoken to me concerning Richard B. Hood. Mr. Hood, I understand, is a graduate of Cumberland Military School, of Dartmouth College; and is at the present time attending the Law School of the University of Pittsburgh, from which he will graduate in June. Mr. Hood will file application for appointment as Special Agent, and when it is received, I would like to have it acted upon soon for examination and interview.

Very truly yours,

Director.



RECEIVED

67-35035-2

2

HPL:MG
#67-35038-1

February 5, 1934.

Mr. Richard B. Hood,
61 Nassau Street,
Uniontown, Pennsylvania.

Dear Sir:

In reply to your communication of recent date, there is enclosed herewith a blank form to be used in applying for appointment to the position of Special Agent in the Division of Investigation, U. S. Department of Justice.

The form should be filled out in accordance with the instructions thereon, and a photograph must be attached when it is returned.

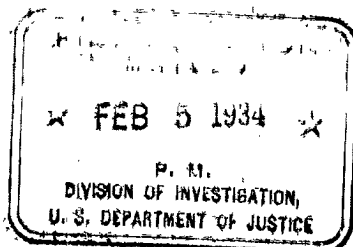
To be eligible for appointment to the position of Special Agent, the applicant must be between the ages of 25 and 35 years, and a graduate of a recognized law school, or an expert accountant with at least two years of practical accounting experience, or have had investigative experience.

Upon receipt, your application will be placed on file for consideration in the event any vacancies occur in the future to which one with your qualifications might be appointed. There are no vacancies in this service at the present time.

Very truly yours,

J. E. Hoover

Director.



Encl. 689458.

W.C.

JEH:HCB

March 7, 1934.

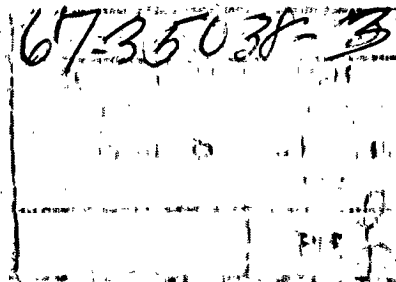
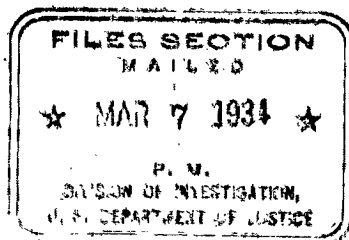
MEMORANDUM FOR MR. TOLSON

I am attaching hereto the application of Mr. Richard B. Hood, of Uniontown, Pennsylvania. This is the young man about whom Mr. Ruch spoke to me. Will you please have him accorded the necessary interview and examination, and if he passes the same, I would like to have an investigation made of his character.

Very truly yours,

Director.

Incl.



WRG:AM

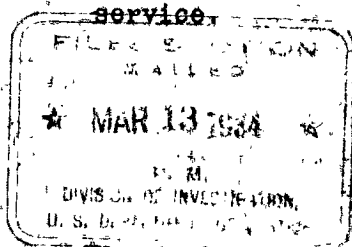
67-35038-4

March 13, 1934.

Mr. Richard B. Hood,
61 Nassau Street,
Uniontown, Pennsylvania.

Dear Sir:

Receipt of your application for appointment
to the position of Special Agent in the Division of
Investigation, U. S. Department of Justice, is hereby
acknowledged. You are advised that your application
will receive consideration when vacancies occur in the
service.



Very truly yours,

J. E. Hoover

Director

807 per ✓

U. S. Bureau of Investigation

Department of Justice

Pittsburgh, Pennsylvania

March 11, 1934.

281
To: The Director, Bureau of Investigation, Department of Justice,
Washington, D. C.

From: Inspector T. D. QUINN

Subject: Report of Interview with Applicant Richard B. Hood
for appointment as Special Agent

1. PERSONAL APPEARANCE:

- A. PERSONAL APPEARANCE AND APPROACH: Excellent. Good. Fair. Poor.
B. DRESS: Neat. Flashy. Poor. Untidy.
C. FEATURES: Refined. Ordinary. Coarse. Dissipated.
D. PHYSICAL DEFECTS, if any: None

2. CONDUCT DURING INTERVIEW:

- A. PERSONALITY: Excellent. Good. Fair. Average. Poor.
B. POISE: Well-poised. Steady. Temperamental. Average.
C. SPEECH: Average. Reticent. Talkative. Boastful.
D. ASSURANCE: Self-Confident. Fair. Over-Confident. Lacking.
E. NERVOUSNESS: None. Slight. Very nervous.
F. FOREIGN ACCENT: None. Slight. Noticeable.
G. TACT: Tactful. Average. Lacking.

3. GENERAL INTELLIGENCE:

- A. Answers general questions definitely. Quickly. Vaguely.
B. Has applicant studied Federal Procedure? Yes, Law School.
C. Any investigative experience? If so, describe - No.

- D. Does the Applicant appear to be resourceful? Yes
E. Does the Applicant appear to have executive ability? Yes
F. Is he likely to develop? Yes

4. GENERAL INFORMATION:

- A. What are the applicant's plans for the future? Indefinite

- B. What are his recreations and tastes? Baseball

RECORDED

MAR 16 1934

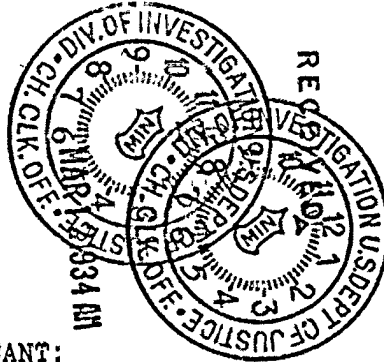
67-35038-5

MAR 14 1934

U. S. DEPT. OF JUSTICE

FILE

MAR 12 1934 AM



RECEIVED

5. HEALTH RECORD: O.K.

6. GENERAL IMPRESSIONS OF APPLICANT:

Richard B. Hood was born August 28, 1908, at Newcomer, Pa., is single, has no dependents, and no relatives in the Government service. He is not acquainted with any connected with the Division. He attended the South Brownsville Public School, also the Uniontown Grammar and High School, and graduated from the Culver Military Academy, at Culver, Indiana, in 1926. From 1926 to 1930 he attended Dartmouth College, and received his A.B. Degree, and, thereafter, for a period of one year he attended Harvard Law School, and is now attending the Pittsburgh Law School, this being his last year. This applicant expects to receive his L.L.B. in June of 1934, and is desirous of completing his schooling and also taking the Pennsylvania Bar examination in July, 1934, before being considered for possible appointment. With regard to his employment record, it was ascertained that he has had no regular employment; however, during the summer seasons he has been employed by the Frick Coal Company in various capacities, and was also employed for the summer season of 1927 by the Union Supply Company, of Lambertton, Pa., as a clerk. Applicant has never been arrested, does not imbibe in intoxicating liquor, is capable of operating the typewriter, but does not use the touch system. If favorable action is taken upon his application, he is willing to proceed to Washington at his own expense, and will accept assignment in any part of the United States.

This applicant presents an excellent appearance, seems to be mentally alert, level headed, with a very good personality. He appears to be resourceful, and I am inclined to believe possibly possesses some latent administrative ability. I believe that, if given the training afforded special agent applicants, Mr. Hood would develop into better than an average employee, and I, therefore, recommend his appointment.

Result of dictation test: Good. Fair. Poor.
Bureau test rating %.

7. Do you consider the Applicant qualified for the appointment he seeks and, if appointed, do you believe he would develop into better than an average employee? Yes.

Written 79
Oral 90
2169
84 1/2

Inspector.

DIVISION OF INVESTIGATION

Room 318

3/12 1934.

To: _____ Director
_____ Mr. Nathan
_____ Mr. Tolson
_____ Mr. Edwards
_____ Mr. Clegg
_____ Mr. Lester
_____ Miss Gandy
_____ Miss Finnell
_____ X Chief Clerk *weg*
_____ Chief, Unit _____
_____ Personnel Files
_____ Files
_____ Printing Section
_____ Supervisor, Steno. Pool
_____ Inspector
_____ Miss Sheaffer.

*Please bring
to order and file.*

*Invest and
3/13/34
weg*

T. D. Quinn.

OFFICE OF DIRECTOR
DIVISION OF INVESTIGATION
U.S. DEPARTMENT OF JUSTICE

March 7, 1934.

MEMORANDUM FOR MR. TOLSON

1 // I am attaching hereto the application of Mr. Richard B. Hood, of Uniontown, Pennsylvania. This is the young man about whom Mr. Ruch spoke to me. Will you please have him accorded the necessary interview and examination, and if he passes the same, I would like to have an investigation made of his character.

Very truly yours,

*Inward
5/13/34
Wing*

J. E. Hoover
Director.

Incl.

JOHN EDGAR HOOVER
DIRECTOR
WRG:AH

Division of Investigation

U. S. Department of Justice

Washington, D. C.

March 12, 1934

MR. TOLSON
MR. YERGEN
MR. CLEGG
MR. COWLEY
MR. EDWARDS
MR. EGAN
MR. QUINN
MR. LESTER
MR. LEE
MR. ROSEN

SUMMARY OF INSPECTOR'S INTERVIEW AND EXAMINATION

Re: RICHARD B. HOOD -
Special Agent Applicant.

Written rating: 79%
Oral " 90%
Composite " 84½%

Age: 25. Single. A.B. - Dartmouth College

Interviewed and examined at Pittsburgh, Pa. on
March 11, 1934.

Inspector T. D. Quinn reports that applicant presents an excellent personal appearance and approach; has refined features; has an excellent personality; well-poised; average in speech; self-confident; tactful; answers general questions definitely and quickly; has studied Federal Procedure in law school; does not have investigative experience; appears to be resourceful and to have executive ability; and is likely to develop. Applicant operates a typewriter but does not use the touch system.

After receiving his A.B. degree from Dartmouth College, applicant attended Harvard Law School for one year and is now attending the Pittsburgh Law School and expects to receive his LL.B. degree in June 1934. Applicant has had no regular employment, however he has had temporary work as store clerk, chairman, clerk and law clerk. He is a member of Psi Upsilon Fraternity. Mr. George F. Ruch is interested in applicant.

Applicant advised Mr. Quinn that he is desirous of completing his schooling and also taking the Pennsylvania Bar examination in July, 1934, before being considered for possible appointment.

Mr. Quinn states that applicant seems to be mentally alert, level-headed, and may have some latent administrative ability; and if given the training afforded special agent applicants, he would develop into better than an average employee, and he therefore, recommends his appointment.

A character and fitness investigation is being conducted in the case of this applicant.

RECORDED

MAR 15 1934

W. R. Clayton

67-35038-6

12 1934

FILE

WRG:AH

67-35038-

Special Agent in Charge,
Division of Investigation,
U. S. Department of Justice,
Post Office Box 987,
Pittsburgh, Pa.

March 13, 1934.

Dear Sir:

Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant: Richard B. Hood
61 Nassau St., Uniontown, Pa. Position: Special Agent
Address:

References and Personal History:

Hon. S. J. Morrow, Judge, Common Pleas Court, Uniontown, Pa.
Homer L. Burchinal, Engineer, Uniontown, Pa.
Willard C. White, Engineer, Uniontown, Pa.
Robert H. Jeffrey, M.D., Uniontown, Pa.
H. Eastman Hackney, Attorney, Uniontown, Pa.
Applicant attended High School, Uniontown, Pa. from 1922 to 1924; and has been attending Pittsburgh Law School, Pittsburgh, Pa. since 1931.
Applicant was employed by the Union Supply Co., Lambertton, Pa. as Store Clerk from June to Sept. 1925; by H. C. Frick Coke Co., Engineering Dept., Continental #1 Mine, Uniontown, Pa., as Chairman from June to Sept. 1927 and by the same company at the Bureau of Police, Scottsdale, Pa. as Clerk from June to August 1929, 1930 and 1931; and by Duell B. Whitehill, Attorney, Uniontown, Pa. as Law Clerk from June to August 1931.
Applicant is 25 years of age, single, and a legal resident of Uniontown, Pa. He was born August 28, 1908 at Newcomer, Pa.

FILED 35038
MAR 15 1934
Pittsburgh
Office of Origin: Pittsburgh
Auxiliary Offices: Chicago, Boston

I desire that you cause a very complete and thorough investigation to be made in the community in which the applicant has been a resident and has probably had business and social dealings. The investigation should not be confined to the references given as experience shows they are usually favorable, but you will be expected to check carefully the applicant's past life, standing and reputation in all previous business associations as listed above or such as your investigation may disclose.

Your report covering this investigation should be forwarded to the Division at the earliest practicable date.

Very truly yours,

CC - Chicago
CC - Boston

Director.

WRG:AH

67-35038-

Special Agent in Charge,
Division of Investigation,
U. S. Department of Justice,
1900 Bankers' Building,
Chicago, Illinois.

March 13, 1934.

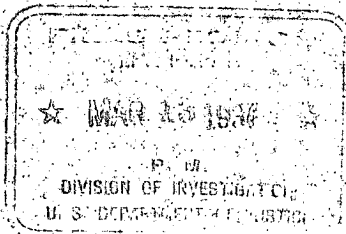
Dear Sir:

Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant: Richard E. Hood,
61 Nassau St., Uniontown, Pa. Position: Special Agent
Address:

References and Personal History:
~~Applicant attended Culver Military Academy, Culver, Indiana from 1924 to 1926;~~
and attended Culver Summer Schools, taking courses in woodcraft and cavalry,
Culver, Indiana during the summers of 1921, 1922 and 1926.

Applicant is 25 years of age, single, and a legal resident of Uniontown, Pa.
He was born August 28, 1908 at Newcomer, Pa.



I desire that you cause a very complete and thorough investigation to be made of this applicant. The inquiries made should not be confined to the references given above, as experience shows they are usually favorable. Anything that your investigation may disclose further than the above references should be reported.

Pittsburgh

The office of origin in this case is _____ and
copies of your report should be forwarded to that office.

CC - Pittsburgh report covering this investigation should be forwarded to the Division at the earliest practicable date.

Very truly yours,

J. E. Hoover

Director:

67-35038-8

WRG:AH

67-35038-

Special Agent in Charge,
Division of Investigation,
U. S. Department of Justice,
Post Office Box 2344,
Boston, Mass.

March 13, 1934.

Dear Sir:

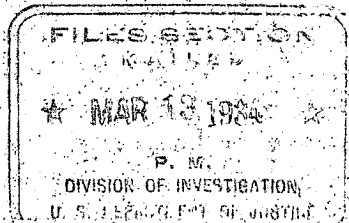
Please institute an immediate investigation to determine the following named applicant's character, reputation, ability and qualifications for the position sought:

Applicant: Richard B. Hood, Position: Special Agent
61 Nassau St., Uniontown, Pa.
Address:

References and Personal History:

Applicant attended Dartmouth College, Hanover, New Hampshire from 1926 to 1930 receiving an A.B. degree; and attended Harvard Law School, Cambridge, Mass. from 1930 to 1931.

Applicant is 26 years of age, single, and a legal resident of Uniontown, Pa. He was born August 29, 1908 at Newcomer, Pa.



I desire that you cause a very complete and thorough investigation to be made of this applicant. The inquiries made should not be confined to the references given above, as experience shows they are usually favorable. Anything that your investigation may disclose further than the above references should be reported.

Pittsburgh

The office of origin in this case is , and copies of your report should be forwarded to that office.

Your report covering this investigation should be forwarded to the Division at the earliest practicable date.

CC - Boston

CC - Pittsburgh

Very truly yours,

J. E. Hoover

Director.

UNITED STATES BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT **PITTSBURGH, PA.**

CHICAGO

FILE NO. **67-1119**

REPORT MADE AT: Chicago, Ill.	DATE WHEN MADE: 3/17/34	PERIOD FOR WHICH MADE: 3/16/34	REPORT MADE BY: W. J. DEVEREUX - AB
TITLE: 0 RICHARD B. HOOD			CHARACTER OF CASE: APPLICANT - SPECIAL AGENT

SYNOPSIS OF FACTS:

Hood attended woodcraft school of Culver Military Academy, Culver, Indiana, July and August of 1921 and 1922. Attended regular school at Culver Military Academy September, 1924 to June, 1926, when graduated. Good scholastic and military record while at institution. Was Sergeant from June, 1925 to graduation. Well liked by students and faculty. Good morals, pleasing personality and courageous. Record shows born Uniontown, Pa. August 28, 1908. Attended cavalry school at Academy July and August, 1926 after graduation. Attended Dartmouth College after leaving Culver, from 1926 to 1930; medium student. Supposed to have attended Harvard Law School.

R.U.C.

REFERENCE: Division letter dated March 13, 1934.

DETAILS: AT CULVER, INDIANA

Agent interviewed Lt. Col. McKinney, aid to the Commandant of the Culver Military Academy, and he produced the records of the institution relating to Richard B. Hood.

The records revealed that Richard B. Hood was born at Uniontown, Pennsylvania, on August 28, 1908 and first came to the Culver Military Academy in July of 1921 when he attended the woodcraft school, said school being for boys from 9 to 12 years of age. He attended the term of July and August and

DO NOT WRITE IN THESE SPACES

APPROVED AND FORWARDED: <i>W. J. Devereux</i>	SPECIAL AGENT IN CHARGE	67-35038-10	RECORDED AND INDEXED:
COPIES OF THIS REPORT FURNISHED TO: 2-Division 2-Pittsburgh 1-Boston 2-Chicago		UNITED STATES	CHECKED OFF: <i>67-35038-10</i>
		BUREAU OF INVESTIGATION	JACKETED:
		ROUTED TO:	FILE

again in 1922 he attended the July and August term of the woodcraft school. Col. McKinney stated that the woodcraft school consisted mostly of outdoor activities such as are engaged in by Boy Scouts.

The next record was that of Hood's enrollment in the regular classes of the Culver Military Academy in September of 1924. Previous to entering the regular high school classes in 1924, Hood had attended the Uniontown High School, Uniontown, Pennsylvania, and his grades for the two years spent at that place were of record at Culver, and the same are as follows:

School Record Uniontown, Pa. High School		
<u>First Year 1922-1923</u>	<u>No. of wks.</u>	<u>Grade</u>
English I	36	B
Latin I	36	C
Algebra I	36	B
Civics	18	A
Anc. History	18	B

Second Year 1923-1924

English II	36	B
Latin II	36	C
Modern History	36	B
Algebra II	36	D
French I	36	D

Note: Grade D and above passing.

The scholastic record of Hood while attending the Culver Military Academy regular classes, as obtained from Col. McKinney is as follows:

<u>School Year 1924-1925</u>	<u>No. of wks.</u>	<u>1st Sem.</u>	<u>2d Sem.</u>
English II	36	76	80
Beg. French, last $\frac{1}{2}$	18	83	
Pl. Geometry	36	78	76
Physics	36	57	64
French II 1st $\frac{1}{2}$			76

School Year 1925-1926

English I	36	82	82
French II, last $\frac{1}{2}$	18	73	
Solid Geometry	18	86	
Amer. History	36	81	85
Physics	36	78	76
Speaking	18	84	
Trigonometry	18	75	

Note: Passing Grade 65

Col. McKinney stated that Hood graduated from the Culver Military Academy in June, 1926 and returned to the academy for a summer course during July and August of 1926, in horsemanship.

Col. McKinney further stated that from the records it would appear that Hood had a good record as a scholar while attending the academy and his record in military science was excellent. He stated that in December, 1924, Hood qualified as a member of the Black Horse Troop of the Academy, membership in the troop being limited to those students who are proficient in both their classroom studies and in horsemanship. In June, 1925, Hood was qualified as a Sergeant in his troop at the Academy and was confirmed in the position in December, 1925. He also won several medals for proficiency in his military studies. During the course of horsemanship taken by Hood after his graduation, he became a Lieutenant and Squadron Adjutant and was also appointed as aid to the Superintendent.

Col. McKinney stated that a further record kept by the Academy of its students consisted of rating them for inherent traits. The record for Hood in this regard is as follows:

	<u>Rating</u>
Initiative	Considerable
Poise	Considerable
Courage	Considerable
Tact and ability to meet people	Slight (Col. McKinney stated that he was not in accord in this rating, since he thought Hood should rate higher)
Executive ability	Slight (Col. McKinney stated he believed the rating should be higher)
Cooperation and teamplay	Very marked
Friendships, ability to make	Very marked
Interest in hobbies, sports, etc.	Very marked
Ability to speak in public	Slight
Desirable study habits	Considerable
Practical information and experience	Considerable
Ability to perform and act in public	Slight

Col. McKinney stated that Hood's Intelligence Quotient was 107, and that the medium of the students at the Academy now is 106.

Col. McKinney stated that he remembered Hood as a student at the Academy and that he thought that he was an intelligent, honest and highly moral young man. He stated that Hood had very little illness while at the academy, being off sick two or three times with a cold and the flu. He stated that Hood was a good student and mixed well with the other students and was liked by both the student body and the members of the faculty.

He further stated that Hood received medals for discipline while a member of the academy, and received a rating of above 99 $\frac{1}{2}$ in discipline. He further stated that Hood was the vice president of the first year Plebe class and a member of the Yearling Commission (self governing group who have been in school over one year and are in the second year). He stated that Hood was also a member of the Courtesy Club of the Academy, the duties being the supervising of entertainment for visiting athletic teams and the visiting alumni. He was also a member of the Troop Council, the duties of the organization being to govern the Troop and settle all disputes and errors of omission and commission. Col. McKinney stated that because of the fact that Hood was a Sergeant in his Troop for about one year and also a member of several organizations which handled student self government, he would state that Hood did possess a good deal of executive ability and had a fine personality.

Col. McKinney further stated that Hood's brother, William Hood, had been a student at the Academy and had served as an instructor at the Academy for several years afterwards, until it became necessary to cut down the faculty because of the depression and decreased enrollment. He stated that he also knew the father of the two boys and found the family to be very fine.

Richard Hood played company basketball in 1924 and 1925 and was the manager in 1925 and 1926 for both the basketball and baseball teams.

The file of the Culver Military Academy revealed that Richard B. Hood, upon graduating from the Academy, entered Dartmouth College. The file also contained the grades Hood obtained at the college, the same being forwarded from the college to the Culver Military Academy, since it is the practice of the Academy to follow the school life of its alumni. These subjects and marks as revealed from the records are as follows:

Dartmouth College Record

<u>Year 1926-1927</u>	<u>1st Sem.</u>	<u>2d Sem.</u>
English	C	C
French	D	D
Mathematics	C	D
History	C	C
Citizenship	C	
Evolution		C
<u>Year 1927-1928</u>		
English	B	D
French	D	D
Astronomy	D	C
Botany	C	
Sociology	A	
Zoology		C
<u>Year 1928-1929</u>		
History	C	B
Political Science	C	C
Sociology	C	D
do	C	C
Bib. History	C	C
Education		C
<u>Year 1929-1930</u>		
Public Speaking	B	
Political Science	C	E
Sociology	B	C
do	A	B
do		A
do		C-B

Notes Grades:

A-Excellent
 B-High Quality
 C-Medium
 D-Inferior but passing
 E-Failure

REFERRED UPON COMPLETION TO OFFICE OF ORIGIN

DIVISION OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

WRC:JB

March 11, 1934.

MESSAGE TO BE TRANSMITTED BY TELETYPEWRITER.

TO SPECIAL AGENT IN CHARGE AT

CHICAGO

Submit telegraphic report investigation Richard B. Hood, SA Applicant
C. C. Jenkins, SAA Applicant.

HOOVER

APPROVED FOR TRANSMISSION:

Sent

4:30 PM

RECEIVED

DIVISION OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

WRC:JB

March 15, 1934.

MESSAGE TO BE TRANSMITTED BY TELETYPEWRITER.

TO SPECIAL AGENT IN CHARGE AT

CHICAGO

Submit telegraphic report investigation Richard A. Hood, SA Applicant
C. C. Jenkins, SAA Applicant.

HOOVER

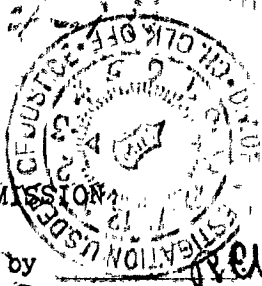
APPROVED FOR TRANSMISSION

Sent

4:30 PM

by

RECEIVED



UNITED STATES BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT **PITTSBURGH, PA.**

FILE NO. **67-55, RMH.**

REPORT MADE AT: BOSTON, MASS.	DATE WHEN MADE: 3-20-34	PERIOD FOR WHICH MADE: 3-16-34	REPORT MADE BY: W. J. WEST.
TITLE: RICHARD B. HOOD.			CHARACTER OF CASE: APPLICANT - SPECIAL AGENT.

SYNOPSIS OF FACTS: Applicant born August 28, 1908 at Continental #3, Pa.; residence, Uniontown, Pa.; admitted to Dartmouth College, Hanover, N. H., September, 1926 and awarded A. B. degree June 17, 1930; admitted to Harvard Law School September, 1930 and left June 18, 1931. College scholastic record fair; Law School record indicates passed in one subject but failed in four others. Conduct without criticism at College and Law School. No record of arrest in Massachusetts.

- R. U. C. -

REFERENCE: Division letter dated March 13, 1934.

DETAILS: The following information was obtained by telephone from Dartmouth College, Hanover, N. H.:

Records in the office of Robert O. Conant, Registrar, Dartmouth College, Hanover, N. H., indicate that Richard Byrnes Hood, who was born in Continental #3, Pa., August 28, 1908, son of William Clark Hood, residing at 45 Union Street, Uniontown, Pa., was admitted to Dartmouth College in September of 1926 from the Uniontown, Pa., High School and Culver Military Academy, and was awarded a degree of A. B. on June 17, 1930.

His scholastic record shows that he majored in sociology, in which field he made a good record, having an average in his senior year in that field of concentration of 2 A's, 4 B's, and 1 C. Over his four years at the College in subjects of Political Science, History (2 years), Botany, Zoology, Astronomy, French (2 years), English (2 years), Mathematics, Biblical History, and Education (1 semester), he received in

DO NOT WRITE IN THESE SPACES

APPROVED AND FORWARDED: <i>[Signature]</i> SPECIAL AGENT IN CHARGE	67-25038-11 UNITED STATES MAR 21 1934 A M BUREAU OF INVESTIGATION ROUTED TO:	RECORDED AND INDEXED: CHECKED OFF: MAR 29 1934 JACKETED:
COPIES OF THIS REPORT FURNISHED TO: Division - 2 Pittsburgh - 2 Chicago - 2 Boston - 2		

his first year 7 C's and 3 D's; in his second year, 1 A, 1 B, 3 C's and 5 D's; in his third year, 1 B, 9 C's and 1 D; and in his fourth year, 2 A's, 5 B's, 1 C and 1 E. The mark of E denotes failure, and that of D is a low passing mark. For the first three years he ranked among the last third of his class, but did his best work in the first semester of his senior year, when he attained good marks, and in the second semester of that year his standing was only average. For the entire four years he ranked at the top of the last third of his class. His conduct record for the entire four years appears to have been satisfactory and without criticism.

As to extra curricular activities, class reports indicate that he was a member of Psi Upsilon Fraternity, a member of the Green Key, an organization of students prominent in college life who look after visiting athletic teams, a member of the Dragon, a senior social organization, and a member of the Dartmouth Christian Association. There appears no record of any participation in major athletic activities.

Records of the Alumni Records Office show that he attended Harvard Law School, 1930 to 1931, and the Law School of the University of Pittsburgh from 1931 to 1933.

Mr. Guy H. Holliday, Secretary, Harvard Law School, Cambridge, Mass., on being interviewed advised that his records show that Richard B. Hood, born at Newcomer, Pa., August 28, 1908, son of William Clark Hood, residing at 61 Nassau Street, Uniontown, Pa., was admitted to the Law School on an A. B. from Dartmouth, on September 22, 1930 and left the Law School on June 18, 1931, since which date nothing further has been heard concerning him.

Mr. Holliday advises that the record discloses that Mr. Hood during the year he attended the Law School received an average of 36 in Civil Procedure; 51 in Contracts; 33 in Property I; 50 in Torts; and 59 in Criminal Law; having a general average of 46. The passing grade at the Law School is 55; hence the applicant passed in but one subject, namely Criminal Law. In commenting on these marks, Mr. Holliday pointed out that the applicant received marks of 50 in Torts and 51 in Contracts, which were very close to passing marks; and also pointed out that the course in Civil Procedure is a very difficult one for most school freshmen, a good portion of it having to be memorized; and further, with reference to Property I, stated that it was possible that the applicant was at that time a member of the class of Professor McLaughlin who has the reputation of being very strict in his markings. Mr. Holliday also stated that had the applicant returned to the Law School for the purpose of making up his conditions, he would have been accepted. He also advised that the applicant's conduct while at the Law School was without criticism; also that the applicant was reported at that time as residing at 34-2 Irving Street, Cambridge, Mass.

At 34-A Irving Street, Cambridge, is a large apartment house now operated by Shapiro & Schatz. A call there brought the information that during the year 1930-31 this apartment house was managed by the real estate firm of Shapiro & Allen, at present having an office in the apartment house at Linnaean and Washington Streets, Cambridge, Mass., and that nothing was known concerning the applicant by Shapiro & Schatz. Mr. Isaac Shapiro, 9 Stowe Avenue, Mattapan District of Boston, a member of the firm of Shapiro & Allen, on being interviewed reported that he had destroyed his old records for the building at 34-A Irving Street, Cambridge, and had no recollection of the residence there during 1930-31 of this applicant.

Records of the Massachusetts Board of Probation, 20 Somerset Street, Boston, Mass., a centralization point for records of all arrests in the State of Massachusetts, fail to show the record of any arrest in this state of this applicant.

- REFERRED UPON COMPLETION TO OFFICE OF ORIGIN -

UNITED STATES BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT **PITTSBURGH, PA.**

FILE NO. **67-407**

REPORT MADE AT: PITTSBURGH, PA.	DATE WHEN MADE: 3-19-34	PERIOD FOR WHICH MADE: 3-15-34	REPORT MADE BY: F. M. AMES
TITLE: RICHARD B. HOOD			CHARACTER OF CASE: APPLICANT - SPECIAL AGENT

SYNOPSIS OF FACTS:

Scholastic record of the Uniontown High School and Law School, University of Pittsburgh, obtained, reflects passing grades. All persons interviewed at Uniontown, Pa. regarding applicant's reputation, character, et cetera report favorably. Applicant has no police record and at present time is a student in the Senior Class of the Law School at University of Pittsburgh, Pittsburgh, Pa. References described applicant as ambitious, industrious and hard working but not brilliant mentally.

- C -

REFERENCE: Division letter dated March 13, 1934.

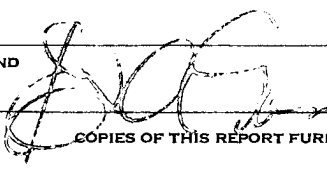
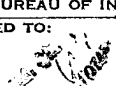
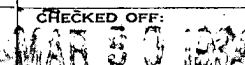
DETAILS: AT PITTSBURGH, PA.

This Agent interviewed Mrs. Marie B. Lindsay, Registrar, Law School, University of Pittsburgh, Chamber of Commerce Building, Pittsburgh, Pa., relative to obtaining the scholastic record of Applicant **RICHARD B. HOOD**.

DETAILS:

The records disclosed the following information. Applicant was born at Newcomer, Pa, on August 28, 1908, entered the law school of the University of Pittsburgh, September 1, 1921, and at the present time is attending the Senior Class in this University. The records also disclosed that Applicant received an AB degree in 1930 from Dartmouth College, Williamstown, Massachusetts. From 1930 to 1931 Applicant attended Law School at Harvard College. While at Harvard he failed in Civil Procedure, Contracts, Property, Torts, and Crimes.

DO NOT WRITE IN THESE SPACES

APPROVED AND FORWARDED:  SPECIAL AGENT IN CHARGE COPIES OF THIS REPORT FURNISHED TO: Division (2) Pittsburgh 2	67-35038-12 UNITED STATES BUREAU OF INVESTIGATION ROUTED TO:  FILE 	RECORDED AND INDEXED: CHECKED OFF:  JACKETED:
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117

The Scholastic record at the Law School of the University of Pittsburgh from 1931 to 1932 is as follows :

Contracts	C	Torts	C
Procedure	C	Personal Property	C
Property I	D	Crimes	B
Equity I	C	Average for the year	- 70.6%

The scale of grading is as follows:

85% - 100%	A
75% - 84 %	B
65% - 74 %	C
60% - 64 %	D
Below 60%	Failure
65%	General Average

During the Summer session from June, 1932 to July 29, 1932 Applicant received the following grade - Future Interests - D.

From 1932 to 1933, Applicant's law school record is as follows:

Property II	D plus
Equity II	B
Bills & Notes	B
Common Pleas Practice	E & C
Partnership	E & D plus
Trusts	C
Agency	D plus
Public Utilities	B
Domestic Relations	C
Average for the year	69.7%
Required percentage to pass	70%

Mrs. Marie B. Lindsay, interviewed, stated she has known Applicant since 1931 to date; that Applicant has a pleasing personality, is reliable, a hard worker, and very studious, conduct very good, quiet, and conservative.

For the information of the Division, Mrs. Lindsay makes it her business to ascertain from the students who their associates are, what they do with their spare time in the line of entertainment, and the information she receives she reports to the Dean of the College. The Dean being absent from the school it was impossible to interview him.

Agent interviewed Mr. J. B. Blackburn, Professor, Law School, University of Pittsburgh, who is the Applicant's instructor at the present time instructing him in Criminal Law, Equity, Trust, and Insurance. Mr. Blackburn stated that the Applicant is under instruction in his class at the present time; that Applicant is studious and a hard worker, not especially brilliant, is loyal faithful, and diligent, has a pleasing personality, is reliable, honest, and trustworthy.

AT UNIONTOWN, PA.

Mr. R. D. Mosier, Principal of the Uniontown High School, was interviewed and furnished Agent with the scholastic record of RICHARD HOOD, giving his date of birth as August 28, 1908, entered Uniontown High School in September, 1922, withdrew at the end of the Sophomore year, June, 1924.

This grades were as follows:

1922 - 1923	Average	B
1923 - 1924	Average	C

System of grading - A 94 - 100% B 88 - 93%; C 82-87%
D 75 - 81 1/2; E. Below 75% Failure

Mr. R. D. Mosier stated that Applicant was not known to him personally.

Miss Nancy E. King, Secretary to Mr. Mosier, stated that while Applicant was attending Uniontown High School she became acquainted with him. She stated that he was a gentleman, honest, reliable, and trustworthy, comes from a good family and is beyond reproach.

Miss Minnie Clutter, teacher at the Uniontown High School, was Applicant's instructor from 1922 to 1924, stating she became acquainted with Applicant while he was attending high school at Uniontown, Pa., he being a member of her class. She considered applicant very industrious, studious, well mannered, honest, not exceptionally brilliant, a leader among his group, having a very pleasing personality, was not quick in thought, always conducted himself in a gentlemanly manner and was ambitious. As to his qualifications she could not say.

Three attempts were made to interview Honorable S. J. Morrow, Judge of the Common Pleas Court at Uniontown, Pa. and owing to the fact that he was out of the city this interview could not be had. It will be noted from the reference letter that Judge Morrow is named as a character reference for Applicant.

Homer L. Burchinal, Fayette Title & Trust Building, who is an engineer and also County Commissioner of Fayette County, was interviewed and he stated he has known applicant for the past twelve years, that he has a very pleasing personality, good character reputation, is honest and reliable, would be loyal to his employer. Applicant's family bears a very good reputation in the community. He stated that applicant is very ambitious and very studious; that no member of his immediate family has been in any trouble. He stated he resides a few doors from the residence of Applicant's parents.

Clarence Moyer, Assistant Cashier, Second National Bank, Uniontown, was interviewed and stated he has known applicant all of his life; that he has a very pleasing personality, a good reputation and character. He stated he has a college training, is ambitious and would be loyal to his employer; that his family has an excellent reputation in the community; that neither applicant nor any member of his family has ever been in any trouble to the best of his knowledge.

Dr. R. H. Jeffrey, Fayette Title & Trust Building, was interviewed and stated he has known applicant all of his life; that he considers applicant honest and reliable; that his reputation and character are very good; that he has a pleasing personality; that he has a good approach and can adapt himself and engage in conversation with any kind of person regardless of what walk of life he may be. Applicant's family bears a good reputation in the community and Dr. Jeffrey stated to the best of his knowledge no member of applicant's family or applicant have ever been in any kind of trouble.

Mr. Frank Lane, Attorney at Law, Second National Bank Building, Uniontown, stated he has known applicant for the past six years; that he considers applicant reliable, honest, and trustworthy. He stated he is a law student, has a good foundation, is ambitious, and persistent in his undertakings, has a very pleasing personality, and lots of tact. His family bears a good reputation in the community and none of his immediate family or applicant have ever been in any kind of trouble.

Mr. H. Eastman Hackney, reference, attorney, Fayette Title & Trust Building, Uniontown, was interviewed and stated he has known Applicant all of his life; that he is rather bright, makes friends very easily, is very reliable very friendly, and has a pleasing personality; that his character reputation is good; that he associates with the better class of people. No members of his immediate family or applicant have ever been in any kind of trouble to the best of Mr. Hackney's knowledge.

Mr. Buell B. Whitehill, attorney at law, Second National Bank Bldg., reference, stated he has known applicant for the past thirteen years; that applicant was employed as a law student in his office and was registered with Mr. Whitehill as applicant's praeceptor. Applicant spent two summers as a

law student in his office during 1931 and 1932 and while there was very studious and ambitious. Whitehill stated that he has a good personality, a large amount of persistence, has good moral character, is not brilliant but is ambitious, comes of a very good family and he could not recommend Applicant too highly.

Mr. William D. Christ, Postmaster, Uniontown, Pa., was interviewed and stated he has known applicant all of his life. He considers applicant reliable, honest, and trustworthy; that he has a very pleasing personality, is alert and clean living, comes of a very good family; that none of his family or applicant have ever been in any kind of trouble to the best of Mr. Christ's knowledge.

Mr. J. R. Smiley, Assistant District Attorney, Uniontown, Pa., stated he has known applicant for the past six years, considers applicant reliable, honest, and trustworthy, comes from a very reliable family; that no member of his family or applicant have ever been in any kind of trouble.

Applicant's father, A. C. Hood is General Superintendent of the Frick Coke Co., Fayette County. Mr. Smiley stated that applicant is dependable, has a pleasing personality, and associates with the better class of people.

Chief of Police David McDonald, Uniontown, stated that he does not know applicant personally but known applicant's father and since he has been Chief of Police, which has been for the past twenty years, applicant has never been in any kind of trouble nor is there any police record against his name.

From the records of the Frick Coke Company Agent ascertained that applicant was employed by the Union Supply Company at Lambertton, Pa., as a store clerk from June to September, 1925. At Continental # 1 Mine, Uniontown, Pa., he was employed in the Engineering Department, also as a chainman from June to September, 1927. He was employed as a clerk from June to August, 1929 by the Bureau of Police, Scottdale, Pa. During the summers of 1930 and 1933 applicant was also employed as clerk by the Bureau of Police of this company - namely H. C. Frick Coke Company. His record, character, and reputation were very satisfactory.

An attempt was made to interview Willard O. White, Engineer, Uniontown, Pa., who was given as reference, but he was out of the city.

The records of the Prothonotary's Office at Uniontown, Pa. do not disclose a birth date for RICHARD B. HOOD, however, applicant's mother advised by telephone that August 28, 1908 is the correct date of applicant's birth.

RXW93 116 GOVT COLLECT=BP CHICAGO ILL 16 236P
DIRECTOR=DIVISION OF INVESTIGATION

U S DEPT OF JUSTICE:

=RICHARD BCHOOD SA APPLICANT RECORDS CULVER MILITARY ACADEMY
CULVER INDIANA BIRTH AUGUST TWO EIGHT NINETEEN NAUGHT EIGHT
UNIONTOWN PENNSYLVANIA ATTENDED WOODCRAFT SCHOOL CULVER JULY
AUGUST NINETEEN TWENTY ONE AND TWO TWO CAVALRY SCHOOL JULY
AUGUST NINETEEN TWENTY SIX ATTENDED REGULAR SCHOOL SEPTEMBER
NINETEEN TWENTY FOUR TO JUNE TWENTY SIX GRADUATED LAST DATE
GOOD SCHOLASTIC AND MILITARY RECORD WAS SERGEANT NINETEEN
TWENTY FIVE TO GRADUATION ENGAGED ATHLETICS WAS VARSITY MANAGER
BASKETBALL BASEBALL TEAMS TWENTY FIVE AND TWENTY SIX GOOD
MORALS INTELLIGANT ACHIEVED HIGH GRADE DISCIPLINE MEMBER BLACK
HORSE TROOP SAME BEING LIMITED STUDENTS GOOD SCHOLARS AND
RIDERS ATTENDED DARTMOUTH COLLEGE NINETEEN TWENTY SIX TO THIRTY
MEDIUM SCHOLAR BACHELOR ARTS SUPPOSED HAVE ENTERED HARVARD LAW
SCHOOL=

PURVIS.

67-35038-13

WRG:GH
67-35038

March 26, 1934

MEMORANDUM FOR MR. WILLIAM STANLEY,
THE ASSISTANT TO THE ATTORNEY GENERAL.

There is submitted herein the name of Mr. Richard B. Hood of Uniontown, Pennsylvania, for your consideration in connection with his appointment to the position of Special Agent in the Division of Investigation. There are no political endorsements in this case.

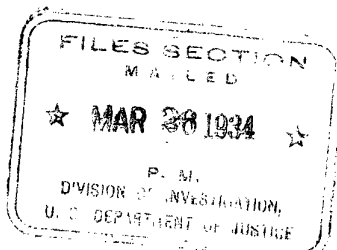
If you approve this recommendation, the formal request for Mr. Hood's appointment as a Special Agent in Grade Caf 8, with salary at the rate of \$2900 per annum, will be forwarded to the Department.

Respectfully,

Director.

RECORDED

67-35038-14



JOHN EDGAR HOOVER
DIRECTOR
WRG:AH

Division of Investigation

U. S. Department of Justice

Washington, D. C.

March 23, 1934

BRIEF OF INVESTIGATION

Re: RICHARD B. HOOD -
Special Agent Applicant.

MR. NATHAN	
MR. TOLSON	
MR. CLEGG	
MR. COWLEY	
MR. EDWARDS	
MR. FOAN	
MR. GUNN	
MR. LESTER	
MR. LOCKE	
MR. ROSS	

Written rating: 79%
Oral " 90%
Composite " 84 1/2%

Age: 25. Single. A.B. - Dartmouth College

L.B. - Univ of Pitts

EDUCATION

High School,
Uniontown, Pa.
1922-1924.

Records show that applicant made a B average the first year and C average the second year. Miss Clutter, Teacher, stated that applicant was not exceptionally brilliant and was not quick in thought, but he was a leader among his group and was ambitious.

Culver Military Academy,
Culver, Indiana.
1924-1926.
and the
woodcraft school in
1921 and 1922 and 1926.

Records show that applicant graduated in 1924 and had a good record as a scholar. Col. McKinney stated that applicant won several medals for proficiency in his military studies. Records further show that applicant's ability to meet people and executive ability were slight; however Col. McKinney was not in accord with this.

Dartmouth College,
Hanover, N. H.
1926-1930, A.B. degree

Records show that for the entire four years, applicant ranked at the top of the last third of his class and that he received an A.B. degree in 1930.

Harvard Law School,
Cambridge, Mass.
1930-1931.

Records show that applicant pursued five course, having a general average of 46 and passing in but one subject.

Pittsburgh Law School,
Pittsburgh, Pa.
1931-1934.

Records show that applicant made an average of 70.6% the first year and 69.7% the second year. The required percentage to pass is 70%. Applicant is now in his senior year. Professor J. B. Blackburn states that, applicant is not especially brilliant but is studious

and a hard worker.

EXPERIENCE

Union Supply Co.,
Lamberton, Pa.
Store Clerk, summer 1925

Records of the Frick Coke Company show applicant's complete employment record, and his record, character, and reputation are given as very satisfactory.

H. C. Frick Coke
as Chairman, summer 1927
" Clerk, summers 1929
and 1930 and 1933.

Handwritten notes:
Memorandum
Stanley
Survey
way
Rec call
Pension
list for
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7/26/34
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INDEXED
67-35038-15

67-35038-15	
DIVISION D	
Mar 27 1934	
U. S. DEPT. OF JUSTICE	
TOLSON	
FILE	

EXPERIENCE

Buell B. Whitehill, Attorney,
Uniontown, Pa.
Law Clerk, June-Aug. 1931,
as stated on application.

Mr. Whitehill states that applicant was a law student in his office during 1931 and 1932; that he is not brilliant but is ambitious and has a large amount of persistence.

REFERENCES

Hon. S. J. Morrow, Judge of the
Common Pleas Court,
Uniontown, Pa.

Was not available for interview.

Dr. R. H. Jeffrey,
Uniontown, Pa.

States that applicant is honest and reliable; and his reputation and character are very good.

Mr. Homer L. Burchinal,
Uniontown, Pa.

States that applicant is ambitious and would be loyal to his employer.

Mr. H. Eastman Hackney, Attorney,
Uniontown, Pa.

States that applicant is rather bright and his character and reputation are good.

Mr. W. O. White, Engineer,
Uniontown, Pa.

Not available for interview.

MISCELLANEOUS

All persons interviewed spoke highly of applicant.

Born August 28, 1908 at
Newcomer, Pa.

Birth record verified by school records.

Personal interview with
Inspector T. D. Quinn.

Reports that applicant presents an excellent personal appearance and approach; has refined features; has an excellent personality; well-poised; average in speech; self-confident; tactful; answers general questions definitely and quickly; has studied Federal Procedure in law school; does not have investigative experience; appears to be resourceful and to have executive ability; and is likely to develop. He operates a typewriter but does not use the touch system.

Applicant advised Mr. Quinn that he is desirous of completing his schooling and also taking the Pennsylvania Bar examination in July 1934 before being considered for possible appointment.

Mr. Quinn states that applicant seems to be mentally alert, level-headed, and may have some latent administrative ability; and if given the training afforded special agent applicants, he would develop into better than an average employee.

OUTSTANDING ENDORSERS

George F. Ruch

W. R. Glavin
W. R. Glavin.
Sgt.

JOHN EDGAR HOOVER
DIRECTOR

Division of Investigation

U. S. Department of Justice
Washington, D. C.

March 26, 1934

RECEIVED
OFFICE OF THE
ASSISTANT

MAR 27 1934

TO THE

ATTORNEY GENERAL

MEMORANDUM FOR MR. WILLIAM STANLEY,
THE ASSISTANT TO THE ATTORNEY GENERAL.

There is submitted herein the name of Mr. Richard B. Hood of Uniontown, Pennsylvania, for your consideration in connection with his appointment to the position of Special Agent in the Division of Investigation. There are no political endorsements in this case.

If you approve this recommendation, the formal request for Mr. Hood's appointment as a Special Agent in Grade Caf 8, with salary at the rate of \$2900 per annum, will be forwarded to the Department.

Respectfully,

J. E. Hoover

Director.

OK DW

Memo
Mr. Stanley
J

WRG:GH
67-35038

March 26, 1934

Mr. Richard B. Hood,
61 Nassau Street,
Uniontown, Pennsylvania.

Dear Sir:

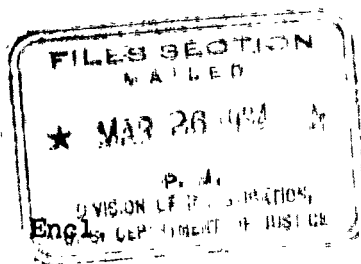
With reference to your application on file for a position as _____ in the Division of Investigation, ~~U. S. Department of Justice~~, it is requested that you submit a report of your present physical condition. To this end you should consult the Medical Officer in Charge, U. S. Public Health Service,

~~Federal Building,~~
~~Pittsburgh, Pennsylvania.~~
submitting the enclosed letter.

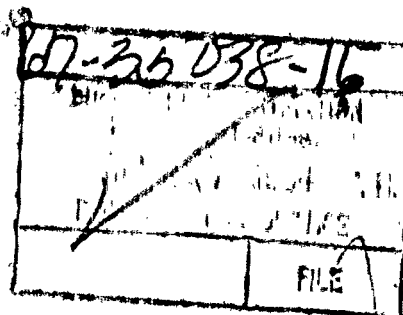
It is also desired that you read the enclosed letter carefully and closely and, if the conditions set forth therein are thoroughly understood by you, it is requested that you affix your signature thereto and forward the same to this office, together with your physical examination report, not later than

April 2, 1934.

Very truly yours,



J. E. Hoover
Director.



16/34

March 26, 1934

Medical Officer in Charge,
U. S. Public Health Service,
Federal Building,
Pittsburgh, Pennsylvania.

Dear Sir:

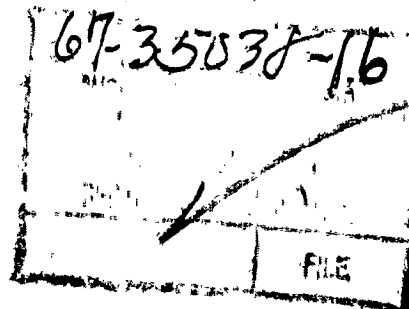
The bearer of this letter, **Mr. Richard B. Hood**
is a candidate for appointment to the service of the Division
of Investigation, U. S. Department of Justice, as a **Special**
Agent.

In accordance with arrangements previously made, it
is requested that a thorough physical examination be given to
determine the fitness of this candidate for the position in
question.

Very truly yours,

J. E. Hoover

Director.



167

(Place)

Uniontown, Pa.

(Date)

April 2, 1934

Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

Having filed an application for a position as Special Agent in the Division of Investigation, U. S. Department of Justice, I hereby certify that in the event of an appointment I will be governed by the following conditions:

1. Upon appointment and within ten days after receipt thereof, I shall be required to proceed at my own expense to Washington, D. C. where I will take the oath of office and enter on duty.
2. That said appointment will be on a probationary basis.
3. That my retention in the Division shall be dependent upon the performance of satisfactory services, and if my services are deemed unsatisfactory it is understood that my employment may be discontinued at any time and that I will not receive transportation to my home, or to any other point, at Government expense.
4. That if appointed I may be sent to any part of the continental or territorial United States that the exigencies of the Division's work may require; that my headquarters may be fixed in some jurisdiction other than that in which I have heretofore resided; that my headquarters may be changed as the work of the Division may require and that no transfer will be made from one station to another for personal reasons.

I further certify that nothing connected with this certification is to be construed by me as an assurance that an appointment will be tendered me; that I fully understand all of the foregoing and that the conditions specified herein are agreeable to me; that if appointed my acceptance will be with a full knowledge of the conditions above set forth.

RECORDED

APR 5 - 1934

Very truly yours, *o*

Richard B. Wood APR 3 1934

67-35038-17	
CH. CL.	W. R. XE

CERTIFICATE OF MEDICAL EXAMINATION UNDER EXECUTIVE ORDER, JUNE 18, 1923

(APPLICANT MUST FILL IN DOTTED LINES BELOW TO HEAVY LINE)

Richard B. Hood
61 Massachusetts Street Uniontown Pa.
(Post office address)
Male Aug. 28, 1908
(Sex) (Date of birth)

Rolled print, right forefinger



(Use fingerprint indelible pad)

What examination did you take? Special Agent
In what Department and Bureau are you to be employed? Division of Investigation
Department of Justice
In what City or Town are you to be employed? _____

(PHYSICIAN SHOULD FILL IN THE FOLLOWING)

68 1/2 inches. * 157 pounds. 157 pounds.
(Height, without shoes) (Weight, in clothing) (Weight, without clothing)
Males, without clothing; females, clothed but without wrap or hat.

Items checked (✓) were examined and found normal. Deviations from normal are noted. (See instructions on back of sheet)

1. Eyes: For distance; with glasses if worn: Right 20 Left 20. Without glasses: Right 20 Left 40
(For near vision see over)
Evidence of disease or injury: Right ✓ Left ✓
Color vision normal Method of testing color vision Pluton
2. Ears: (Consider denominators indicated here as normal. Record as numerators the actual distance heard.) Ordinary conversation Right ear 20 Left ear 20
20 ft. 20 ft.
3. Nose: ✓
4. Mouth: ✓
5. Throat: ✓ Tonsils removed.
6. Thyroid (especially in women): ✓
7. Heart: ✓ { If organic heart disease is present, is it fully compensated? _____
8. Lungs: Right ✓ Left ✓ { If history of tuberculosis, has it been arrested for one year? _____
9. Inguinal rings (men only): Right ✓ Left ✓ { Is truss worn? _____
(Any hernia should be noted, inguinal, ventral, femoral, etc.)
10. Varicose veins: ✓ (If "Yes" state location and degree)
11. Flat foot: ✓ (If "Yes," state extent of impairment of function)
12. Deformities, atrophies, and other abnormalities, diseases, or defects not included above: _____
13. Scars of serious injury or disease: ✓
14. Nervous system: _____
15. Urinalysis (see over): _____ Venereal disease: ✓
16. Has applicant ever received pension, compensation, or training because of disability received while in military or naval service? _____ If "Yes," describe disability and state whether present now: _____

508 1/2 Federal Bldg Pittsburgh
4-2-34
(Place of examination) (Date of examination)
The examining physician must be in the Federal service

W. P. Bloom
(Name of examining physician)
Medical Service P. S. 118.
(Title, and branch of medical service)

*For males, to be taken only upon special written request of the official ordering examination.

This report is to be returned to the official of the U. S. Civil Service Commission requesting the examination.

4-4-34

The aim of the Executive order of June 18, 1923, and of this examination is to obtain information as to the physical condition of appointees to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation laws.

NOTES FOR EXAMINING PHYSICIAN

WEIGHT: Males, without clothing, and also in ordinary clothing without overcoat or hat (weigh twice); females, clothed but without wrap or hat.

HEIGHT: Without boots or shoes; observe that no appliances are used to increase.

The examination should include the following observations, as to—

- (1) **EYES:** Ptosis; discharge; corneal scar; pterygium. In recording distant vision consider 20 feet as normal and report all vision as a fraction with 20 feet as numerator and the smallest type read at 20 feet as denominator. If glasses are used, record for each eye the finding with and without glasses.*
- (2) **EARS:** Evidence of middle ear or mastoid disease; condition of drums; discharge. In recording hearing, record 20 feet as normal distance for conversational voice and record deviation from normal as fraction with 20 as denominator and actual distance as numerator.
- (3) **NOSE:** Ability to blow through each nostril. If free, a speculum examination would not be indicated.
- (4) **MOUTH:** Missing teeth, pyorrhea.
- (5) **THROAT:** Tonsils, hypertrophy.
- (6) **THYROID:** Presence of tumor in neck and tremor, exophthalmos; nervous highstrung disposition, especially in women.
- (7) **HEART:** Murmurs. If valvular disease exists, state whether or not it is fully compensated.
- (8) **LUNGS:** It is necessary that the auscultatory cough be used. Tuberculosis; if present state whether active or arrested, and if arrested your opinion as to how long it has been quiescent. Sputum to be examined for tubercle bacilli in all suspected cases.
- (9) **INGUINAL RINGS:** Hernia, no hernia but impulse on coughing; no hernia or impulse but abnormally large rings. Any other hernia should be noted, and if present describe fully and state whether it is retained by well-fitting truss.
- (10 to 13) **SCARS, DEFORMITIES, ATROPHIES, PARALYSES, OR FLAT FOOT** of such a nature as to incapacitate or become aggravated by work or be later alleged as caused by accident or occupation. By "flat foot," as used in this form, is meant a foot with impaired function, the term being equivalent to "fallen or misplaced arch," an abnormal condition. Impairment of function is the point to be noted. It is not intended that small, insignificant blemishes which might be referred to as marks of identification be recorded.
- (15) **URINALYSIS** to be made and blood pressure to be taken when especially indicated, particularly in persons over 40 when arteriosclerosis, nephritis, or diabetes is suspected.

Record, if taken—Urinalysis—Sp. gr. Albumen Sugar

Blood pressure: Mm. Hg. systolic Mm. Hg. diastolic

REMARKS:

(Name of examining physician)

(Title, and branch of medical service)

*Near vision

What is the longest and the shortest distance at which the paragraph below can be read by applicant: Test each eye separately.

Without glasses, R. in. to in. With glasses, if used, R. in. to in.

L. in. to in.

L. in. to in.

With the view of promoting health and efficiency and of minimizing accidents among Federal employees, the heads of the several executive departments and independent establishments having a medical personnel are directed to make such physical examinations of applicants for and employees in the Federal classified service as may be requested by the Civil Service Commission or its authorized representatives.
This order will supplement the Executive orders of May 29 and June 18, 1923 (Executive order September 4, 1924),
Jaeger 1; Snellen .50; Dioptric 37 D.

Examined for position in—
Department

Bureau

Title of position

Number of certificate upon which applicant's name appears

March 27, 1934

MEMORANDUM FOR MR. SORNBORGER, APPOINTMENT CLERK

Please prepare letters appointing the following persons as Special Agents in the Division of Investigation, salary at the rate of \$2900.00 per annum in Grade Caf 8, and \$5.00 per diem in lieu of subsistence and actual expenses of travel and operation when absent from official headquarters which will be designated after a course of instruction to be given at Washington, D.C., effective with entry on duty and payable from the appropriation for "Salaries and Expenses, Division of Investigation", FIELD:

<u>NAME</u>	<u>VICE</u>
Mr. Abraham Dickstein, Chicago, Illinois	R. P. Weston - transferred
Mr. Ira W. Duffy, Chicago, Illinois	T. E. Olson - transferred
Mr. Richard E. Reed , Washington, Pennsylvania	M. D. Ray - transferred

Memoranda dated March 24 and 25, 1934, were forwarded to Mr. William Stanley, the Assistant to the Attorney General, recommending Messrs. Dickstein, Duffy, and Reed for appointment to Special Agent positions, which recommendations have been approved.

Very truly yours,

67-36392-12

Director.

Approved:

Assistant to the Attorney General.
CC: Mr. Sornborger
Disbursing Clerk
Fiscal Control
Miss Waddle

JEH:HCB

April 6, 1934.

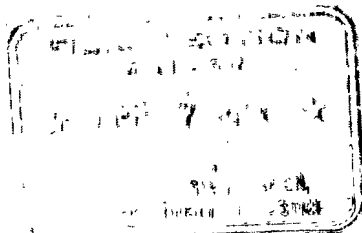
MEMORANDUM FOR MR. TOLSON

○ With regard to the application of Mr. Richard Hood, of Pittsburgh, Pennsylvania, I understand that Mr. Hood will not complete his bar examination until July 28th, and consequently, will not be able to accept an appointment until that time. Should the investigation which we are making of him be found to be satisfactory, I would then like to have him scheduled to be appointed to the school following the date of July 28th.

Very truly yours,

J. Edgar Hoover
Director.

4 553
7 wpy
4/27/34



RECORDED

67-36038-18	
DIVISION OF INVESTIGATION	
APR 20 1934 P.M.	
U. S. DEPARTMENT OF JUSTICE	
	FILE

DIVISION OF INVESTIGATION

Room 318 4-9 1934.

To: Director
Mr. Nathan
Mr. Edwards
Mr. Clegg
Mr. Lester
Miss Gandy
Mrs. Kelley
☒ Chief Clerk
Chief, Unit
Personnel Files
Files
Equipment Section
Supervisor, Steno. Pool
Inspector
Miss Sheaffer.

list for

August school

noted

filed
over
4-9-34

Clyde Tolson.

JEM:HCB

August 7, 1934.

MEMORANDUM FOR MR. TOLSON

I desire to refer to my memorandum addressed to you under date of April 26, 1934, concerning Mr. Richard Hood, of Pittsburgh, Pennsylvania. I would like to have this applicant, whose record and investigation seem to have been entirely satisfactory, included in the next training school. I do not want this to be overlooked again as it was the last time. If there is anything in this man's record that would preclude his inclusion in the training school, I would like to be advised of it. So far as I have been able to find from the file, his record is entirely satisfactory, and as a matter of fact I note that the Inspector recommended him highly for appointment. Consequently, will you please see that he is notified to report for the next training school.

Very truly yours,

John Edgar Hoover,
Director.

Mr. Nathan	
Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Jones	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

TDS

RECORDED

61-25638-19	
BUREAU OF INVESTIGATION	
Personal Files	
AUG 14 1934	
DEPARTMENT OF JUSTICE	
FILE	

August 7, 1934.

Mr. Hoover asks if Mr. Hood is in the present school. He asked that he be included.

Mr. Tolson advises that this man is not in the present school; that he should have been.

how

WRG:AEG
67-35038

August 24, 1934.

Mr. Richard B. Hood,
61 Nassau Street,
Uniontown, Pennsylvania.

Dear Sir:

I am enclosing herewith a letter signed by the Attorney General appointing you as a Special Agent in the Division of Investigation, U. S. Department of Justice, in Grade Caf 8, salary at the rate of \$2900.00 per annum, less 5% deduction under the Economy Act of 1933. You will also be allowed your actual expenses of travel and operation and \$5.00 a day in lieu of subsistence when absent from official headquarters, which will be designated after you receive instruction at Washington, D. C., to which point you should proceed at your own expense if you accept appointment. Your headquarters will be fixed from time to time at such places as may be deemed advisable. As stated in the enclosed letter, during the instruction period at Washington, D. C., you will be allowed \$5.00 a day in lieu of subsistence and following the course of instruction, you will be required to pay the necessary expenses of travel from Washington, D. C., to the post of duty to be designated. Your account covering expenses incurred in connection with travel performed will be adjusted so as to allow you the difference between the expenses incurred in traveling via Washington, D. C., and such expenses as you would have been required to bear if no stop-over had been made for official duty at Washington, D. C. You should retain any Pullman receipts secured in connection with travel to Washington, D. C., for use in the preparation of your expense account, or if travel is made by automobile, you should retain any receipts secured when purchasing gasoline or oil.

This appointment is of a probationary character solely and it is to be understood that it will be necessary for you to fully demonstrate your fitness for continued employment in the Division of Investigation. It is also understood that you are to proceed on orders to any part of the country that the exigencies of the service may require. You should notify this office at once if this appointment is accepted by you. If it is not accepted in one week's time it will be cancelled.

Mr. Tolson.....
Mr. Clegg: Should you accept, you are directed to proceed to Washington, D. C., at your own expense, and report for oath of office and assignment on September 24, 1934, at 9:00 A. M., to Mr. H. H. Clegg, Room 5738, Department of Justice Building, Pennsylvania Avenue between 9th and 10th Streets, Northwest.

Mr. Cowley.....
Mr. Edwards.....
Mr. Egan.....
Mr. Harbo.....
Mr. Keith.....
Mr. Lester.....
Mr. Quinn.....
Mr. Schilder.....
Mr. Tamm.....
You should so arrange your personal matters before taking oath of office that you will be able to accept assignment to any part of the country where your services may be needed.

Consider this letter strictly confidential, giving it no publication

Very truly yours,

John Edgar Hoover,
Director.

Encl. #500512

RECORDED
67-35038-20
DEPARTMENT OF JUSTICE
FILE

CBS:LF.

April 26, 1934.

Mr. Richard B. Hood,
Uniontown, Pennsylvania.

Sir:

You are hereby appointed a Special Agent in the Division of Investigation, Department of Justice, with salary at the rate of \$2900.00 per annum in Grade CAF 8. You will also be allowed your actual expenses of travel and operation and \$5.00 a day in lieu of subsistence when absent from official headquarters, which will be designated after you receive instruction at Washington, D. C., to which point you should proceed at your own expense. During the instruction period at Washington, D. C., you will be allowed \$5.00 a day in lieu of subsistence and following the course of instruction, you will be required to pay the necessary expenses of travel from Washington, D. C., to the post of duty to be designated. Your account covering expenses incurred in connection with travel performed will be adjusted so as to allow you the difference between the expenses incurred in traveling via Washington, D. C., and such expenses as you would have been required to bear if no stop-over had been made for official duty at Washington, D. C. Following your general assignment, your headquarters will be fixed from time to time at such places as may be deemed advisable by the Director of the Division of Investigation, under whose supervision and instructions you will be employed.

Your salary, expenses, and per diem will be paid from the appropriation for "Salaries and Expenses, Division of Investigation."

This appointment will take effect when you enter on duty at Washington, D. C.

This letter is not to be considered as operating credentials and is not to be so used. Operating credentials are issued separately.

Respectfully,

(Sgd) Homer S. Cummings,

Attorney General.

By the Attorney General:

(Signed) William Stanley

Assistant to the Attorney General.
Justification # 4155, auth. 4/26/34, Jr. 57, Vice H. D. Bray, trans.

RECORDED

67-35038-20

SEARCHED	INDEXED
SERIALIZED	FILED

JUSTIFICATION FOR FILLING VACANCY UNDER AUTHORITY OF THE
ACT APPROVED MARCH 20, 1933

Department of Justice

Position No. 4153-4155

Bureau or Office: Division of Investigation

Position: 3 - Special Agent positions

Compensation: \$2900 per annum

Location: Field Service

Appropriation: "Salaries and Expenses, Division of Investigation", FIELD

Date of Vacancy: 2/16/34; 2/16/34; 2/16/34

Justification: The services of these additional employees recommended for appointment in the Field Service are needed because of the volume of work requiring investigative attention. On February 28, 1934, there were 8,968 unassigned cases pending investigation in the Division's field offices throughout the country. Approximately 8,000 of these pertain to investigative work in connection with War Risk Insurance litigation over which the Division received jurisdiction on September 11, 1933. Inasmuch as the above work requires immediate attention, which cannot be given by the present force, the services of these additional employees are needed to fill vacancies created by the transfers of three employees effective February 16, 1934.

Abraham Mickstein

The last incumbent of this position was Mr. R. P. Monson who was transferred effective February 16, 1934. His salary at the time of transfer was \$2900 per annum.

Ira W. Duffy

The last incumbent of this position was Mr. V. E. Criss who was transferred effective February 16, 1934. His salary at the time of transfer was \$2900 per annum.

Richard B. Hood

The last incumbent of this position was Mr. H. D. Bray who was transferred effective February 16, 1934. His salary at the time of transfer was \$2900 per annum.

I certify that the filling of the above vacant positions is absolutely essential in the public interest and that funds will be available for the payment of the salaries of these positions under the expenditure limitations for the fiscal year 1934. Approval is recommended:

Director.

OK

DIVISION OF INVESTIGATION

From Chief Clerk's Office Room 432

8-11 1934.

To:

OK
QMA
✓ Director
✓ Mr. Nathan
✓ Mr. Tolson
Mr. Edwards
Mr. Clegg
Mr. Quinn
Miss Gandy
Mr. Egan
Mr. Cowley
Mr. Tamm
Mr. Baughman
Chief Ident. Unit
Files Section
Equipment Section
Personnel Files
Supervisor, Steno. Pool
Supply Division
Division of Accounts
Mr

Mr. Nathan	_____
Mr. Tolson	<u>✓</u>
Mr. Clegg	_____
Mr. Baughman	_____
Chief Clerk	_____
Mr. Coffey	_____
Mr. Cowley	_____
Mr. Edwards	_____
Mr. Egan	_____
Mr. Harbo	_____
Mr. Keith	_____
Unit	_____
Mr. Quinn	_____
Mr. Tamm	_____
Personnel Files	_____
Supervisor, Steno. Pool	_____
Supply Division	_____
Division of Accounts	_____
Mr	_____

Richard B. Hood

Approved by the Director

OK to send out now?

Endorsed by Mr. Ruch

appt. sent out
8-24-34 - WRF

Chief Clerk.

WRG:AEG
67-35038

August 24, 1934.

Mr. H. H. Clegg,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

Mr. Richard B. Hood of Uniontown, Pennsylvania, has been appointed as a Special Agent in the Division of Investigation, U. S. Department of Justice and has been ordered to report to you for oath of office and assignment on September 24, 1934. He is being advised that this appointment is tendered to him for a probationary period with the understanding that he will be assigned to any part of the country where his services may be needed.

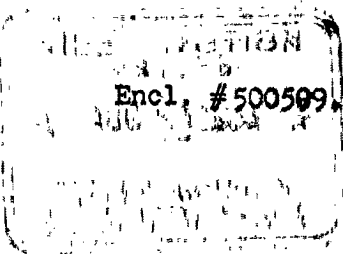
It will be incumbent upon you to devote particular attention to thoroughly training him, giving his development your personal attention. He should be fully instructed in all phases of the Division's work. His investigative actions should be carefully watched and any and all steps taken by you to develop him in such a manner as will make his work creditable to himself and of value to the Division.

You should notify this office of his entry on duty and forward his oath of office, in duplicate, together with his personal history sheet, as soon as possible.

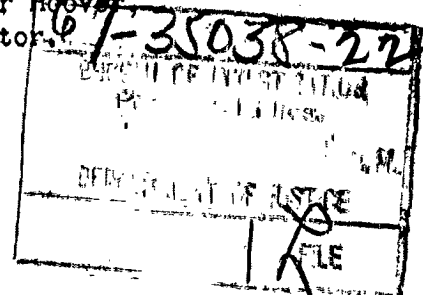
Very truly yours,

J. E. Hoover

John Edgar Hoover
Director



RECORDED



Log for

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

67-35038-21

Killed 9-4-36 neville

61 Nassau Street,
Uniontown, Penna.
August 28, 1934.

Mr. J. Edgar Hoover, Director.
Division of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

I am in receipt of your letter of the 24 inst. informing me of my appointment as a Special Agent in the Division of Investigation, United States Department of Justice. I wish to state that I accept the appointment and will report in Washington on September 24, 1934, as instructed.

Thanking you for your interest and consideration, I remain,

Very truly yours,

Richard B. Hood

RECORDED
AUG 29 1934

file
neg 8/30/34

67-35038-23	
AUG 29 1934	
TOLSON	CHIEF CLK. <i>neg</i>
FOUR	FILE

Place Washington, D.C.

Date Sept. 24, 1934

Special Agent

Richard B. Hood

I. DEGREE:

AB-1930
LL.B-1934

SCHOOL:

Dartmouth College
University of Pittsburgh, Pittsburgh, Pa.

LOCATION:

Hanover, N.H.

II. BARS:

YEAR ADMITTED:

III. CERTIFIED PUBLIC
ACCOUNTANTS:

YEAR:

IV. LANGUAGES:

French -

INDICATE DEGREE OF PROFICIENCY:

Reading fluently - just fair.

RECORDED

OCT 1 - 1934

67-35038-24

DIVISION OF INVESTIGATION

V. SPECIAL QUALIFICATIONS:

(Vocations, avocations, and
miscellaneous qualifications.)

INDICATE DEGREE OF PROFICIENCY:

Basket-ball
Handball
Riding
Military training
Swimming
Tennis
Store clerk
Engineer - chairman
Clerk - Police Bureau
Drive automobile
Skating
Law Clerk
Camping - summer vacations

Fair
Good
Fair
2 years
Good
Fair
Two months experience
Two months as chairman
Apprentice
Good - 10 years experience
Fair
Four months experience

Special Agent in Charge.

I, Richard B. Hood do solemnly

swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Special Agent, Division of Investigation,
United States Department of Justice

on which I am about to enter: So help me God.

(Sign here) Richard B. Hood

Subscribed and sworn to before me this) Where born (State only) Penn.
twenty-four day) Date of birth August 28, 1908
of September A. D. 1934) Whence appointed:

State Pa. County Payette

Congressional District 24

Walter C. Gray
Notary Public

X—X

: :

: SEAL :

: :

X—X

Date of entry upon duty September 24, 1934

Residence 61 Nassau Street - Hightstown, Penn.

Do you receive an annuity under
the Civil Service Retirement Act? No

File
reg 9-24-34

JOHN EDGAR HOOVER
DIRECTOR

Division of Investigation

U. S. Department of Justice

Washington, D. C.

September 27, 1934.

MEMORANDUM FOR MR. TOLSON

A search of the files of this Unit fails
to disclose any record of Richard B. Hood,
employee, whose fingerprint card has been
retained here. The fingerprint classification
in this case is 16 M 1 U OII 13.
S 1 U III 9

Respectfully,

L. C. Schilder

L. C. Schilder.

L.A.H.

RECORDED

OCT 1 - 1934

*see
wrf*

9-28-34

67-35038-25

SEP 28 1934

U. S. Department of Justice

October 10, 1934.

Dear Sir:

- (a) I am single.
- (b) I am a member of the First Presbyterian Church and of the Psi Upsilon Fraternity.
- (c) My legal residence is 61 Nassau Street, Uniontown, Pennsylvania.
- (d) I graduated from Dartmouth College in 1930 with an A.B. degree and received an LL.B. from the University of Pittsburgh in June 1934.
- (e) In case of emergency kindly notify my father, W. C. Hood, 61 Nassau Street, Uniontown, Pennsylvania, telephone 1201.
- (f) I would prefer assignment to Pittsburgh, Pennsylvania, a second preference would be Washington, D. C.

Richard B. Hood

67-35038-25X
DIVISION OF INVESTIGATION
OCT 12 1934
U. S. DEPT. OF JUSTICE
CHIEF CLERK
TOLSON
FILE

316

November 15, 1934.

Special Agent in Charge,
Philadelphia, Pennsylvania.

Dear Sir:

This is to advise you that Special Agent
R. B. Hood who entered on duty **September 24, 1934**
in Caf-8, at a salary of \$2900.00 per annum, has been
directed to report to you for assignment. You should
advise the date of his arrival.

You are instructed to continue the training
of the Agent so that he may receive experience in all
branches of the work of the Division. In submitting
special efficiency reports, in accordance with the
provisions of the Manual of Rules and Regulations, you
should include statements as to the kind of cases on
which the employee has been engaged, his ability or
lack thereof in any certain phase of the work, and
particularly his ability to perform more involved in-
vestigations, such as bankruptcy.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

RECORDED

61-29631-26

Division of Investigation
U. S. Department of Justice
Washington Field Office, Rm. 5745,
Washington, D. C.

November 19, 1934.

Director,
Division of Investigation,
U. S. Department of Justice,
Pennsylvania Ave. at 9th St., N.W.,
Washington, D. C.

Re: RICHARD B. HOOD,
Special Agent.

Dear Sir:

As a result of my observation of Special Agent Hood during the period of the training school which began on ~~October~~ Sept. 24th and terminated on November 17, 1934, I submit the following report:

Special Agent Hood is 26 years of age and single. His legal residence is Uniontown, Pa. and he expressed a preference for assignment at Pittsburgh or Washington. He was ordered to report to our office at Philadelphia.

EDUCATION AND PREVIOUS EXPERIENCE

At the time of his appointment, he held the degree of A.B. from Dartmouth College and LL.B. from the University of Pittsburgh.

His previous experience has all been in Pennsylvania, summer employment for two months at a time as a store clerk at Lamberton, as a chain man at Uniontown, as a clerk on a private police force at Scottdale and as a law clerk at Uniontown.

TRAINING SCHOOL GRADES

During the period of the training school, he made the following grades on the examinations given:

Rules and Regulations	97.375%
Manual of Instructions	95%
Fingerprint Identification	92.5%
Auditory Test	Fair
Visual Memory Test	Poor
Resourcefulness Test	Excellent
Special Interview Test	Poor
Dictation Ability	Good

Mr. Nathan.....
Mr. Tolson.....✓
Mr. Clegg.....
Mr. Baughman.....
Chief Clerk.....
Mr. Coffey.....
Mr. Cowley.....
Mr. Edwards.....
Mr. Egan.....
Mr. Harbo.....
Mr. Keith.....
Mr. Lester.....✓
Mr. Quinn.....
Mr. Schilder.....
Mr. Tamm.....
Mr. Tracy.....

67-35038-27

NOV 22 1934

RECORDED

TOLSON

FOUR

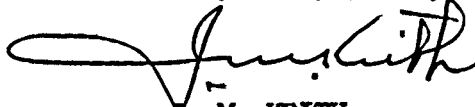
FIREARMS TRAINING

At Quantico, Virginia, Special Agent Hood qualified as an expert in the use of the Division revolver, shooting an average score of 91%. He also received training in the use of the shotgun, Thompson submachine gun, rifle, Colt Monitor and gas equipment.

REMARKS

Hood presents a fairly good appearance and approach. He did not impress me as having any unusual degree of aggressiveness or assurance, but he is tactful, amenable to discipline and attentive. I cannot see that he possesses any real administrative ability, but believe he will make a better than average field agent with an appropriate amount of experience. His work in the training school was satisfactory and nothing of a derogatory nature arose in his case.

Very truly yours,

A handwritten signature in dark ink, appearing to read "J. M. Keith", with a stylized, flowing script.

J. M. KEITH,
Special Agent in Charge.

JMK:JCM

EXCERPT

From Memorandum for the Director dated November 8, 1934, signed by Mr. Tolson re Special Agent Guy Hottel's estimate of the Special Agents in the training school due to close on November 17, 1934.

RICHARD B. HOOD. Legal residence Uniontown, Pennsylvania; A.B. and LL.B. Degrees. Hood is reported to be one of the best prospects in the class; makes a good appearance, is conscientious, is a hard worker, is willing, has a good personality, is level headed, quiet, possibly possesses executive ability and can be assigned anywhere. He prefers Pittsburgh or Washington.

67-0-3742

EXCERPT

From letter dated October 29, 1934 to Director
from SAC Keith, Washington Field, re current training
school one depart Washington November 17, 1934:

RICHARD B. HOOD, Special Agent; age 26 years;
single; legal residence Uniontown, Pa.; A.B. Dartmouth;
LL.B. University of Pittsburgh; previous experience con-
fined to summer work in Pennsylvania as clerk in a store,
chain man, private police clerk and law clerk; not a very
strong personality; will require strong supervision at
first; has made satisfactory progress in training school,
but not very forceful; seems better fitted for assignment
east or Mississippi; prefers to work at Pittsburgh or
Washington.

64-0-3733

~

LCS:EB

November 15, 1934.

MEMORANDUM FOR MR. TOLSON

I beg to submit the following report of the grades attained by the trainee Agents who attended the recent fingerprint school here. These grades have been arranged in order of relative attainment:

H. W. Dawsey	100	C. S. Duggan	95
K. R. Schroeder	100	W. V. McLaughlin	95
W. M. Ward	100	G. F. Dickley	95
Guy Kettel	99.5	E. R. Hinks	95
R. L. Smith	97.5	V. P. Clary	95
P. J. Cotter	97.5	P. S. Bailey, Jr.	94.37
C. E. Greenway	97.5	W. H. Powell	93.62
R. F. Harich	97.5	R. E. Hood	92.5
W. A. Glendon	96.87	W. B. Fay	91.62
G. R. Wilson	96.87	E. C. Dixon	91.25
H. F. Acers	96.25	R. L. Tallett	90.62
E. R. Blair	96.25	G. F. Helms	88.75
R. Winston	96	M. J. Brown	87.5
W. J. Miller	95.62	E. P. Turner	85
G. A. Maroney	95.62		

Respectfully,

L. C. Schilder.

29 copies

c23

67-0-2743

December 15, 1934.

Mr. R. B. Hood,
Division of Investigation,
U. S. Department of Justice,
735 Philadelphia Saving Fund Bldg.,
Philadelphia, Pennsylvania.

Dear Sir:

This will acknowledge the receipt of your
verbal request regarding your desire to be enrolled
in the bookkeeping and elementary accounting course.

Your name has been placed on the list,
and you will be furnished with this course of study.

Very truly yours,

J. E. Hoover

Director.

RECORDED

67-35038-28

WAG:FLA

November 23, 1934.

Special Agent in Charge,
Philadelphia, Pennsylvania.

Dear Sir:

There are transmitted herewith the special qualification records of the following Special Agents together with copies of the reports on the training in the use of firearms which was afforded these Agents while attending the Training School in Washington, D. C. These papers should be placed in the field personnel files of these Agents.

Fay, T. D. (A)
Hood, R. B.
Horan, M. J.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Encl.

503675.

December 28, 1934.

Special Agent in Charge,
Philadelphia, Pennsylvania.

Dear Sir:

The records of the Division fail to reveal
that you have submitted the usual 30 day report on
Special Agent R. B. Hood. Kindly give this
matter appropriate attention.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

RECORDED

67-35035-29
BUREAU OF INVESTIGATION
PENNSYLVANIA
DEC 10 1934
DEPARTMENT OF JUSTICE

WRO: KH

January 16, 1935.

Special Agent in Charge,
Philadelphia, Pennsylvania.

Dear Sir:

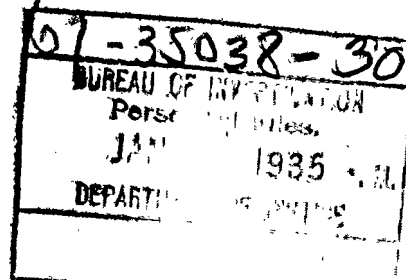
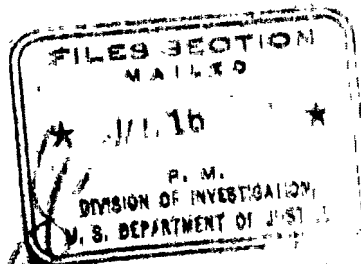
The records of the Division fail to reveal
that you have submitted the usual 30 day report on
Special Agent R. B. Hood. Kindly give this
matter appropriate attention.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

1 copy



Division of Investigation

U. S. Department of Justice

414 Philadelphia Saving Fund Building,
Philadelphia, Pa.

February 1, 1935.

Director,
Division of Investigation,
U.S. Department of Justice Bldg.,
Washington, D.C.

Mr. Nathan.....
Mr. Tolson.....
Mr. Clegg.....
Mr. Baughman..
Chief Clerk.....
Mr. Coffey.....
Mr. Edwards.....
Mr. Egan.....
Mr. Harbo.....
Mr. Keith.....
Mr. Lester.....
Mr. Quinn.....
Mr. Schilder.....
Mr. Tamm.....
Mr. Tracy.....
Miss Gandy.....

Re: SPECIAL AGENT R.B. HOOD
Thirty Day Efficiency Report

Dear Sir:

Special Agent R.B. Hood has an excellent attitude towards his work. He applies himself well and performs long hours of overtime services. He presents a neat appearance and good personality.

This agent exercises good judgment in his investigations and is capable of making decisions on his own initiative. He has handled investigations in the general run of cases such as -

White Slave Traffic Act
Theft from Interstate Shipment
National Motor Vehicle Theft Act
Impersonation
Applicants
Extortion
War Risk Insurance

He is exceedingly loyal, and requires only average supervision. He is resourceful, tactful, and possesses the proper amount of self assurance. He is lacking in forcefulness due to his inexperience, although I have noted an improvement in this regard. He gets along well with law enforcement officials and makes a good impression on those with whom he comes in contact. He is proficient in the use of a typewriter and dictates satisfactorily. His reports are usually thorough. He will develop into a better than average agent.

RECORDED

FEB 11 1935

67-35038-31
DIVISION OF INVESTIGATION
✓ FEB 4 - 1935 A.M.
U. S. DEPARTMENT OF JUSTICE
TOLSON
FOUR
CHE. CLK.
W. H. D.

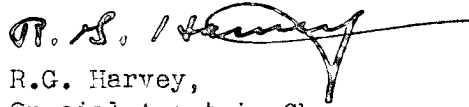
Director:

-2-

February 1, 1935.

This agent possesses executive ability to a certain extent, and opportunity will be afforded him to exhibit his ability in this regard when he has obtained more experience. For the past few weeks he has been assigned in the Newark, N.J. territory and has performed good services. He is proficient in the use of firearms. I have had no opportunity to observe his testimony.

Very truly yours,



R.G. Harvey,
Special Agent in Charge.

RGH:AG.

WRG:ec

February 4, 1935

Special Agent in Charge,
Philadelphia, Pa.

Dear Sir:

Your attention is invited to Division letters dated December 13, and December 28, 1934, and January 16, 1935, wherein you were requested to submit thirty day reports covering the below mentioned employees assigned to your office.

O. E. Floyd
W. D. Fay
R. B. Hood
M. J. Moran
M. L. Small
S. C. Bennetts
R. T. Ross
G. M. Hendricks (Stenographer)

To date the requested thirty day reports have not as yet been received by the Division and it is necessary that these reports be forwarded immediately. It is also desired that you advise the Division as to why the submission of these reports has been so long delayed.

Very truly yours,

John Edgar Hoover,
Director.

1 copy

Y. C. Hoover
COPY

67-3672-214

Division of Investigation

U. S. Department of Justice

Director,
Division of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

I am in favor of the adoption of the plan suggested by you for the establishment of a fund to be paid to the widow or designated beneficiary of any Special Agent of the Division of Investigation, United States Department of Justice, who may lose his life by violence in line of official duty, and am forwarding herewith (CHECK - MONEY ORDER - DRAFT) in the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Division, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Division will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Division in pertinent matters. The Chief Clerk of said Division shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. In the event of a finding that the death was by violence in line of official duty, appropriate instructions will be issued to the Chief Clerk, directing him to pay to the designated beneficiary the full amount of said fund as of the date of death.

It is further understood that I will contribute the sum of ten dollars (\$10.00) from time to time, as the need for such a fund may arise.

The following person is hereby designated as my beneficiary

Name W. C. Hood Address 61 Kansas St. Uniontown, Pa.
Relationship Father

RECORDED
FEB 15 1935
67-35038-32
DIVISION OF INVESTIGATION
FEB 14 1935 A.M.
U. S. DEPARTMENT OF JUSTICE
CHE. [Signature] FILE [Initials]

Very truly yours,

[Signature]

SPECIAL AGENT.

Have m detached sw

JMH:HW

March 13, 1935,

Mr. Richard B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
414 Philadelphia Saving Fund Building,
Philadelphia, Pennsylvania.

Dear Mr. Hood:

It is with pleasure that I am enclosing
herewith the letter of the Attorney General, advising
you of your promotion from \$2900 per annum to \$3000
per annum, in Grade Caf-8, effective March 1, 1935.

Sincerely yours,

John Edgar Hoover,
Director.

Encl.

Mr. Nathan C-1 SAC Harvey, Philadelphia

Mr. Tolson
Mr. Backus
Mr. Baughman
Chief Clerk
Mr. Clegg
Mr. Coffey
Mr. Edwards
Mr. Egan
Mr. Harbo
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schilder
Mr. Smith
Mr. Tamm
Mr. Tracy
Miss Gandy

copy

WRG

35038-33	
DIVISION OF INVESTIGATION	
MAR 14 1935 A.M.	
U. S. DEPARTMENT OF JUSTICE	
	FILE

2

CBS:rb

March 1, 1935.

Mr. Richard B. Hood
C/o Division of Investigation
Department of Justice.

Dear Sir:

Your salary as a Special Agent, Division of Investigation, is hereby increased from \$2900 per annum to \$3000 per annum in Grade CAF 9, effective March 1, 1935, and payable from the appropriation for "Salaries and Expenses, Division of Investigation," FIELD.

Respectfully,

(S) Homer S. Cummings

Attorney General.

By the Attorney General.
(Signed) William Stanley

Assistant to the Attorney General.

62,ACS.

February 23, 1935.

ag Hood

Mr. Joseph Weltchek,
48 Bellevue Street,
Elizabeth, New Jersey.

Dear Mr. Weltchek:-

I have received your letter dated February 13th and appreciate very much your thoughtfulness and courtesy in writing to me concerning the manner in which representatives of this organization handled the recent extortion case to which you refer. I am always glad to know of the value of the services of representatives of this Bureau throughout the country and it was very kind of you to take the trouble to write to me concerning your views relative to the Agents who worked on the extortion matter.

Sincerely yours,

J. Edgar Hoover.

C
O
P
Y

67-12866-38

48 Bellevue Street
Elizabeth, New Jersey
February 18, 1935

Hon. J. Edgar Hoover
Department of Justice
Washington, D. C.

Dear Mr. Hoover:

Several days ago we received an extortion letter wherein the writer threatened to kidnap our child.

Although we had full confidence in our local police department, we requested that the 'legendary' Department of Justice men be called in. The manner in which they promptly responded and took charge is deserving of the highest praise. Within a few days and with no errors of judgment or procedure, they quickly apprehended the criminal, obtained a full confession and without much ado, proceeded to their next case.

The splendid work done by them should not go without some expression of appreciation from us. One of the agents was at our home continually until the case closed and we had occasion to meet all five of the men who were assigned here, several times.

It instilled in us, as American citizens, a feeling of pride to learn of the high calibre and character of the men in your department. Each was a genuine gentleman, cognizant of the anxiety of a distressed mother and a worried father. Their efficiency and wholesome interest in the case inculcated in us an assurance that the extortionist would be speedily apprehended.

It is impossible to single out any one of the five for special mention. They operated as a finely geared and highly oiled mechanism.

Through you, we take this means of expressing our sincere appreciation for the cooperation given to us by Agents Miller, Martin, Hood, Townsend and Wolff.

Cordially,

(signed) Joseph Weltchek

CT:ACS

February 20, 1935.

MEMORANDUM FOR THE DIRECTOR.

In discussing the work of the Philadelphia Office with Mr. Harvey, he suggested certain increases in compensation in the event funds are available. I agree in his recommendations, which are as follows:-

Promote Miss Anna F. Gould, now Caf 3, \$1680 to Caf 3, \$1920 per annum; last increase May 1, 1935.

Promote Miss Agnes A. Tuszi from Caf 3, \$1740 to Caf 3, \$1800 per annum; last increase January 16, 1935.

Promote Miss Anne V. Murphy from Caf 3, \$1680 to Caf 3, \$1740 per annum; last increase July 16, 1934.

Promote Special Agent L. I. Bowman from Caf 10, \$3600 to Caf 10, \$3700; last increase January 16, 1935.

Promote Special Agent Albert Franz from Caf 8, \$2900 to Caf 8, \$3000.

Promote Special Agent R. B. Hood from Caf 8, \$2900 to Caf 8, \$3000.

Promote Special Agent Carl Martin from Caf 8, \$2900 to Caf 8, \$3000.

Promote Special Agent A. R. Miller from Caf 8, \$2900 to Caf 8, \$3000.

Respectfully,

Clyde Tolson.

OK JEH

67-261-57

February 26, 1935.

MEMORANDUM FOR MR. SCHENCK, APPOINTMENT CLERK.

It is requested that letters be prepared transferring the following employees of the Division of Investigation, as indicated, payable from the appropriation for "Salaries and Expenses, Division of Investigation", FIELD, effective March 1, 1935:

NAME	FROM	TO
Mr. A. Ross Miller	Special Agent, Caf 8, \$2900	Special Agent, Caf 8, \$3000
Mr. Carl Martin	Special Agent, Caf 8, \$2900	Special Agent, Caf 8, \$3000
Mr. Richard B. Reed	Special Agent, Caf 8, \$2900	Special Agent, Caf 8, \$3000
Mr. Albert Franz	Special Agent, Caf 8, \$2900	Special Agent, Caf 8, \$3000
Mr. Lester I. Bowman	Special Agent, Caf 10, \$3600	Special Agent, Caf 10, \$3700

Very truly yours,

John Edgar Hoover,
Director.

Approved:

William Stanley,
The Assistant to the Attorney General.

CC: Mr. Schenck
General Agent
Fiscal Control
Miss Weddle

13 copies
- 11

67-37045-36

Wing

Mr. Nathan	
Mr. Tolson	
Mr. Backus	
Mr. Baughman	
Chief Clerk	
Mr. Clegg	
Mr. Coffey	
Mr. Edwards	
Mr. Egan	
Mr. Harbo	
Mr. Keith	
Mr. Lester	
Mr. Quinn	
Mr. Schilder	
Mr. Smith	
Mr. Tamm	
Mr. Tracy	
Miss Gandy	

Newark, N.J.
March 25, 1935.

Mr. J. Edgar Hoover, Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D.C.

Dear Sir:

I wish to take this opportunity to thank you for my recent promotion from \$2900 per annum to \$3000 per annum, in Grade Caf-8. I am very much indebted to you for the consideration that you have shown me and assure you that I will do all in my power to merit the confidence that has been placed in me.

Assuring you of my desire to be of utmost service to you and the Bureau at all times, I remain,

Sincerely yours,

Richard B. Hood
Special Agent.

RECORDED

MAR 29 1935

67-35038-34
DIVISION OF INVESTIGATION
MAR 28 1935 A.M.
U. S. DEPARTMENT OF JUSTICE
DIRECTOR TOLSON FOUR FILE

file
Wing
3-27-35

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

May 20, 1935.

CT:MC

R. B. HOOD - SPECIAL AGENT
PHILADELPHIA OFFICE

Mr. Tolson ✓
Mr. Clegg ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schmitt
Mr. Schilder
Mr. Smith
Mr. Tamm
Mr. Tice
Mr. Coffey

supported

Efficiency rating	85.90%	3-31-35
Previous efficiency rating	None	
Entered on duty	September 24, 1934	
Salary	Caf-8, \$3,000	
Last salary change	3-1-35	
Previous test ratings:		
Rules and Regulations	97.38%	
Instructions	95%	Training School
Accounting Course	Enrolled	
Bankruptcy	Not qualified	
Marksmanship	Expert	
Wire Tapping	No	

REMARKS

SAC Harvey reports that this agent possesses a good personality and appearance; that he has acquired a good understanding of his duties, exercises good judgment, is capable of making decisions on his own initiative, is satisfactory in dictation, and prepares very thorough reports; and that he can function properly on dangerous assignments. He states this agent is lacking in forcefulness, but that an improvement has been noted in this regard and he should develop into a better than average agent. He recommends a promotion.

At the conclusion of the training school in November, 1934, Instructor Keith reported that Hood was tactful, amenable to discipline, attentive, and, while he did not give the impression of having any unusual degree of aggressiveness or assurance, gave promise of developing into a better than average agent, with an appropriate amount of experience.

RECOMMENDATION

I recommend a \$100 promotion.

Mr. M. Rautenberger
5-28-35 WRS

OK
[Signature]

MAY 31 1935

67-35038-35	
FEDERAL BUREAU OF INVESTIGATION	
Clyde Tolson.	
MAY 29 1935 A.M.	
U. S. DEPARTMENT OF JUSTICE	
TOLSON	FILE
FOUR	OFF. CLK.

UNITED STATES BUREAU OF INVESTIGATION

EFFICIENCY RATING SHEET

Office submitting PHILADELPHIA, PA.

Date submitted APRIL 29, 1935

Name of employee R.B. HOOD SPECIAL AGENT CAF 8 \$3,000.00
 (Title) (Grade) (Salary)
 Entered Bureau service 9-24-34 Entered on duty this office 11-18-34
 (Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

INFERIOR (0-59%).....EXCEPTIONALLY POOR performance of duty; EXCEPTIONALLY LACKING in qualification considered.

UNSATISFACTORY (60-74%)...Duty NOT performed AS WELL AS SHOULD BE EXPECTED: not satisfactory; DECIDEDLY below standard.

FAIR (75-84%).....Work ORDINARILY satisfactory; NOT OUTSTANDING.

GOOD (85-92%).....Duty performed in an EFFICIENT MANNER; qualifications UP TO STANDARD and ENTIRELY SATISFACTORY.

EXCELLENT (93-100%).....Duty performed in HIGHLY EFFICIENT MANNER; qualified to a PREEMINENT DEGREE.

To what degree has he exhibited the following qualifications? Consider him in comparison with others in the same position for the entire service.

	GRADE	RELATIVE WEIGHT	TOTAL
KNOWLEDGE: Extent of information concerning all duties of his position; ability to analyze cases; practical application of intelligence and educational training; readiness of comprehension	83	7	581
JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion; tact	83	4	332
INITIATIVE: Trait of beginning needed work or taking appropriate action on own responsibility in absence of orders	85	1	85
FORCE: Aggressiveness; faculty of performing work with vigor and resolution	90	1	90
INDUSTRY: Physical activity; application to work; health; energy	92	1	92
ACCURACY: Attention to details; thoroughness; precision	90	1	90
PERSONAL APPEARANCE: Impression made on others; personality; neatness	94	1	94
PAPER WORK: Reporting; marshaling facts; dictating	87	2	174
ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to discipline; dependability	95	1	95
EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and influence others in proper performance of duties	85	1	85

TOTAL (divide by 20) 1718
 Rating 85.90

(over)

In arriving at the above rating for an employee, consider each of the ten qualifications separately. In the column headed "Grade" give a separate rating between 0 and 100% for each qualification, as explained at the beginning of the sheet under definitions of Inferior, Unsatisfactory, Fair, Good, and Excellent. Then multiply each separate grade given in each separate qualification by the respective number indicated in the column headed "Relative Weight." Extend the figure obtained for each separate qualification into the column headed "Total." Add all the figures in the column headed "Total" and divide this sum by 20 to arrive at the final rating.

REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

This agent is possessed of a good appearance and personality. He has progressed quite rapidly for a new agent and acquired a good understanding of his duties. He exercises good judgment and is capable of making decisions on his own initiative. He has worked in Newark, N.J., and vicinity, for the past three months and handled a large volume of work with only average supervision. He makes a good impression and is able to receive hearty cooperation from enforcement officials. His dictation is satisfactory, as well as his paper work, his reports usually being very thorough. He can use the typewriter proficiently. I have had no opportunity to observe his testimony. He is qualified in the use of firearms and technical equipment. He can function properly on dangerous assignments. He is lacking in forcefulness but improvement has been noted in this regard. He will develop into a better than average agent.

I recommend an increase in compensation.

If deficiencies or disqualifications have been noted under "Remarks," have you brought them to the attention of the employee prior to the rendition of this rating? Yes

P. M. Harvey
Rating Officer.

May 25, 1935

MEMORANDUM FOR MR. BORNBERGER, APPOINTMENT CLERK

It is requested that letters be prepared transferring the following employees of the Federal Bureau of Investigation, as indicated, payable from the appropriation for "Salaries and Expenses, Division of Investigation", FIELD, effective June 1, 1935:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Matthew J. Moran	Special Agent, Caf 8, \$2800 per annum	Special Agent, Caf 8, \$3000 per annum
Wayne A. Thompson	" "	" "
George W. Townsend	" "	" "
Norval D. Ellis	" "	" "
Sidney M. Rolf	" "	" "
(1) Richard B. Bowd	Special Agent, Caf 8, \$3000 per annum	Special Agent, Caf 8, \$3100 per annum
Carl J. Martin	" "	" "
John P. McCarthy	Special Agent, Caf 11, \$3800 per annum	Special Agent, Caf 11, \$4000 per annum

Very truly yours,

John Edgar Hoover,
Director.

Approved:

William Stanley,
The Assistant to the Attorney General.

CC: Mr. Barnberger
General Agent
Fiscal Control
Miss Fiddle

67-40977-31

414 Philadelphia Saving Fund Bldg.,
Philadelphia, Pa.

May 2, 1935.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Pennsylvania Ave. at 9th St., N.W.,
Washington, D. C.

Dear Sir:

Special Agent A. Franz was designated Resident Agent at Scranton, Pa., on or about January 15, 1935, and while his services as such generally have been satisfactory, it has been observed that his rough draft reports require frequent corrections, and in view thereof it is believed that this agent should be brought in to headquarters for further close observation. Furthermore, Agent Franz is not qualified to conduct bankruptcy and anti trust investigations, and I intent to give him further training in this regard.

I, therefore, desire to designate Special Agent A. R. Miller, who is now Resident Agent at Newark, N.J., as Resident Agent at Scranton, Pa., if this meets with your approval. Agent Miller has performed very satisfactory services while engaged in the capacity of Resident Agent at Newark, and I feel confident that he is the type of agent, who will be able to best serve the Bureau's interests in the Scranton territory, and develop new work.

On February 15, 1935, I requested that Special Agent R. B. Hood be made Resident Agent at Newark, N.J., and Mr. Tolson informed me that in view of the fact that he was a comparatively new agent at the time the Bureau would not approve his designation as a Resident Agent at that time. Agent Hood has performed considerable service in Newark and vicinity and has handled his work in a very capable manner. I feel that this agent has now received enough added experience in order to handle the work of Resident Agent in Newark and, therefore, request that he be made Resident Agent in place of Agent Miller.

Very truly yours,

R. H. Harvey,
Special Agent in Charge.

COPY

WRG:TW
67-35038-

June 14, 1935.

Mr. Richard S. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
414 Philadelphia Saving Fund Building,
Philadelphia, Pennsylvania.

Dear Mr. Hood:

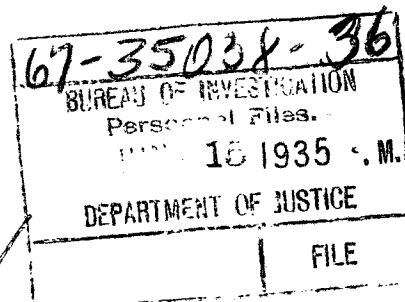
It is with pleasure that I am enclosing
herewith the letter from the Attorney General,
advising you of your promotion from \$3000 per annum
to \$3100 per annum, in Grade Caf 8, effective June 1,
1935.

Sincerely yours,

John Edgar Hoover,
Director.

Encl.

CC: SAC Harvey, Philadelphia



CBS:AH

June 1, 1935.

Mr. Richard B. Hood,
c/o Federal Bureau of Investigation,
Department of Justice.

Sir:

Your salary as a Special Agent, Federal Bureau of Investigation, is hereby increased from \$2000 per annum to \$3100 per annum in Grade Caf 8, effective June 1, 1935, and payable from the appropriation for "Salaries and Expenses, Division of Investigation", FIELD.

Respectfully,

s/ Homer S. Cummings,

Attorney General.

By the Attorney General:

(Signed) William Stanley

Assistant to the Attorney General.

Division of Investigation

U. S. Department of Justice

July 1, 1935.

827 Broad Street National Bank Building,
Trenton, New Jersey.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Pennsylvania Avenue at 9 Street N. W.
Washington, D. C.

Dear Sir:

In compliance with Section 35 of the Manual of Rules and Regulations I submit herewith my personnel status report:

- (a) Marital status, single.
- (b) Membership in the following organizations: The First Presbyterian Church of Uniontown, Penna ; the Psi Upsilon Fraternity.
- (c) Legal residence: 61 Nassau Street, Uniontown, Penna.
- (d) Education: Dartmouth College, A. B. 1930.
University of Pittsburgh Law School, LL B.
Degree, 1934.
- (e) In case of emergency kindly notify my father, W. C. Hood, 61 Nassau Street, Uniontown, Penna.
- (f) I have no relatives in the employ of the Federal Government at the present time.
- (g) I have no office of preference.

Very truly yours,

R. B. Hood
R. B. Hood,
Special Agent.

67-35038-36X
FEDERAL BUREAU OF INVESTIGATION

JUL 3 1935 P.M.

U. S. DEPARTMENT OF JUSTICE

W. J. Tolson
W. J. Tolson
OFF. GEN. COUNSEL

FILE

Mr. Nathan	
Mr. Tolson	
Mr. Baughman	
Chief Clerk	
Mr. Clegg	
Mr. Coffey	
Mr. Edwards	
Mr. Egan	
Mr. Harbo	
Mr. Keith	
Mr. Lester	
Mr. Quinn	
Mr. Schmitt	
Mr. Schilder	
Mr. Smith	
Mr. Tamm	
Mr. Tracy	
Miss Gandy	

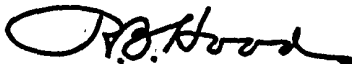
Newark, N. J.
July 2, 1935.

J. Edgar Hoover, Director,
Federal Bureau of Investigation,
United States Department of Justice,
Pennsylvania Avenue at 9 St. N. W.
Washington, D. C.

Dear Sir:

I am in receipt of your letter of June 14, 1935 informing me of my promotion from \$3000 per annum to \$3100 per annum in Grade Caf28, and wish to thank you for the consideration which you have shown me. It is most gratifying to receive another promotion and I assure you that I appreciate it and will put forth every effort to do all that I can for you personally and for the good of the Bureau.

Sincerely yours,



R. B. Hood,
Special Agent.

JUL 11 1935

67-35038-37	
FEDERAL BUREAU OF INVESTIGATION	
JUL 5 1935 A.M.	
U. S. DEPARTMENT OF JUSTICE	
DIRECTOR	TOLSON
FOUR	CHIEF OF BUREAU
FILE	

414 Philadelphia Saving Fund Bldg.,
Philadelphia, Pa.

June 11, 1935.

Mr. C.J. Martin,
752 Sumner Street,
Newark, N.J.

Dear Sir:

I am in receipt of a letter from the New York Office dated June 8, 1935, wherein Mr. Whitley advises me that several of the agents working out of this office in the North New Jersey territory have upon frequent occasions communicated with his office directly relative to the cases upon which they were working, and have requested investigative action by the New York Office.

This practice is absolutely contrary to all Bureau rulings and I desire to emphatically impress upon you the fact that in the future regardless of the nature of the investigation all requests wherein other offices are asked to perform investigations should be made directly to the Special Agent in Charge of the Philadelphia Office in order that he may take the necessary steps to transmit the request to the appropriate field office.

Inasmuch as the practice of which the New York Office complains is entirely inconsistent with the Manual of Rules and Regulations, it will be necessary for me to take disciplinary action in the event of a recurrence of same.

Very truly yours,

R.G. Harvey,
Special Agent in Charge.

RGH:AG.
cc:Bureau ✓
cc:Hood
cc:Miller

67-12252-79

agf

Federal Bureau of Investigation

U. S. Department of Justice

414 Philadelphia Saving Fund Bldg.,
Philadelphia, Pa.

July 5, 1935.

Director,
Federal Bureau of Investigation,
U.S. Department of Justice,
Pennsylvania Ave. at 9th St., N.W.,
Washington, D.C.

Dear Sir:

Enclosed herewith is copy of a letter received at the New York Office from Mr. F.W.H. Adams, U.S. Attorney for the Southern District of New York, commending the action taken by Special Agents R.B. Hood and C.E. Pelletier, in connection with an investigation involving Cora Graham and Julia Dennis.

You will note that Mr. Adams in his letter refers to Mr. Palmiere. This, however, should be Pelletier.

Very truly yours,

R.G. Harvey
R.G. Harvey,
Special Agent in Charge.

2 Enc. *u*
AS:AG.
cc:Trenton.

RECEIVED



JUL 12 1935 AM

JUL 16 1935

RECORDED

62-35038-38	
FEDERAL BUREAU OF INVESTIGATION	
JUL 6 1935 . N	
U. S. DEPARTMENT OF JUSTICE	
TOLSON	FOUR
TAMM	ONE
OFF. OF	FILE

C O P Y

Department of Justice

United States Attorney's Office

New York June 22, 1935

Special Agent in Charge,
Federal Bureau of Investigation,
Department of Justice,
370 Lexington Avenue,
New York, N.Y.

Attention: Mr. R. Whitley

S i r:

My Assistant, Mr. Martin, desired to have a warrant executed in New Jersey on June 20, 1935, preliminary to having two defendants, Cora Graham and Julia Dennis, removed to this jurisdiction to be prosecuted for violation of Title 18, Sec. 408 (a).

The affidavit upon which the complaint was obtained was made by an assistant district attorney of New York County, charging that the said defendants were present under subpoena at a trial of a defendant in the Court of General Sessions in New York County for the crime of murder in the first degree and fled to the State of New Jersey to avoid giving testimony in that trial although they knew that their testimony was required.

After a preliminary investigation, Mr. Martin thought that the best interests of justice required the matter to be handled by the Federal Bureau of Investigation and through Mr. Dailey, telephoned you at 5:30 P.M., requesting the assistance of your Department. Thereafter, Mr. Martin received a telephone call in Newark from Mr. Hood of the Philadelphia Office, who left his dinner to come with his associate, Mr. Palmiere, in his car.

They worked very patiently and discreetly, succeeded in apprehending their prisoners at midnight and assisted Mr. Martin in interviewing them at the police station house in West New York, New Jersey.

Special Agent in Charge.

-2-

They also delivered the said defendants to the custody of the Florence Crittenton League at about 3 A.M. the following morning.

I very much appreciate the splendid cooperation that was furnished by you and by these men, and through you compliment them not only on the excellent result they achieved, but the very commendable way in which they attained it.

Respectfully,

F.W.H. ADAMS
United States Attorney

Room 1403,
370 Lexington Avenue,
New York, N. Y.

June 29, 1935

JLD:or

Mr. F. W. H. Adams,
United States Attorney,
Old Post Office Building,
New York, N. Y.

Dear Sir:

This office is in receipt of your letter dated June 28, 1935, your file 73511, Comm. W. 4-319, commending the actions of Special Agents Hood and Palmiere in connection with the case of Cora Graham and Julia Dennis. I wish to express my appreciation to you for your letter relative to the activities of these agents.

Very truly yours,

H. WHITELY
Special Agent in Charge

cc-Bureau (1 Enclosure)
cc-Philadelphia (1 Enclosure)

67-35038-39

FOUR
JUL 1 1935
JUL 1 1935

C O P Y

Department of Justice

United States Attorney's Office

New York

June 22, 1935

Special Agent in Charge,
Federal Bureau of Investigation,
Department of Justice,
370 Lexington Avenue,
New York, N. Y.

Attention: Mr. R. Whitley

S i r :

My Assistant, Mr. Martin, desired to have a warrant executed in New Jersey on June 20, 1935, preliminary to having two defendants, Cora Graham and Julia Dennis, removed to this jurisdiction to be prosecuted for violation of Title 18, Sec. 408 (a).

The affidavit upon which the complaint was obtained was made by an assistant district attorney of New York County, charging that the said defendants were present under subpoena at a trial of a defendant in the Court of General Sessions in New York County for the crime of murder in the first degree and fled to the State of New Jersey to avoid giving testimony in that trial although they knew that their testimony was required.

After a preliminary investigation, Mr. Martin thought that the best interests of justice required the matter to be handled by the Federal Bureau of Investigation and through Mr. Dailey, telephoned you at 5:30 P. M., requesting the assistance of your Department. Thereafter, Mr. Martin received a telephone call in Newark from Mr. Hood of the Philadelphia office, who left his dinner to come with his associate, Mr. Palmiere, in his car.

They worked very patiently and discreetly, succeeded in apprehending their prisoners at midnight and assisted Mr. Martin in interviewing them at the police station house in West New York, New Jersey.

They also delivered the said defendants to the custody of the Florence Crittenton League at about 3 A. M. the

Special Agent in Charge

- 2 -

following morning.

I very much appreciate the splendid cooperation that was furnished by you and by these men, and through you compliment them not only on the excellent result they achieved, but the very commendable way in which they attained it.

Respectfully,

F. W. H. ADAMS
United States Attorney

Federal Bureau of Investigation
U. S. Department of Justice
827 Broad Street National Bank Building
Trenton New Jersey

July 31, 1935.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Pennsylvania Avenue at 9th Street, N. W.,
Washington, D. C.

RE: R. B. HOOD, Special Agent
Thirty-Day Efficiency Report

Dear Sir:

Special Agent Hood, who is a resident Agent at Newark, New Jersey, presents a very good personal appearance, and has such a pleasing personality that he is well-liked by and is able to cultivate friendly cooperation with those with whom he comes in contact.

Agent Hood is well-grounded in the functions of the Bureau and is vitally interested in the work, as well as loyal to the Bureau. He is thoroughly dependable, aggressive, and forceful, to the extent of handling a large volume of work even though the same entails long hours.

The work of Agent Hood does not require much supervision. He appears to be qualified in the handling of Bureau fire-arms and is a thoroughly satisfactory employee.

Very truly yours,

W. L. Listerman
W. L. LISTERMAN
Special Agent in Charge

WLL:BC

RECORDED

AUG 6 - 1935

67-35038-40

AUG 2 1935

TOLESON

FOUR

OFF CLK

WLB

F

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Newark, N. J.
August 31, 1935.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund and who may lose his life by violence in line of official duty, I am forwarding herewith (CHECK - ~~MONEY ORDER~~ - CASH) in the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. In the event of a finding that the death was by violence in line of official duty, appropriate instructions will be issued to the Chief Clerk, directing him to pay to the designated beneficiary the full amount of said fund as of the date of death.

The following person is hereby designated as my beneficiary:

See Serial 72
Name Mr. G. S. Hood

Address 61 Lawrence St. Quincytown, Pa.

Relationship Father

67-35038-41
Very truly yours,

J. B. Hood
Special Agent.

*Encl
Detached
ew*
SEP - 4 1935

227 Broad Street National Bank Building
Trenton New Jersey

September 26, 1935.

~~PERSONAL AND CONFIDENTIAL~~

BY REGISTERED MAIL

Mr. J. M. Keith,
Special Agent in Charge,
Federal Bureau of Investigation,
U. S. Department of Justice,
5252 U. S. Department of Justice Building,
Washington, D. C.

Dear Sir:

There is transmitted herewith the personnel file,
together with the individual leave of absence card and field
fire-arms record card, of Special Agent H. D. Hood, who has
been transferred to your Office.

Very truly yours,

W. L. LINTHMAN
Special Agent in Charge

WLL:BC
Enclosures
cc Bureau

SEP 27 1935

67-33	42
SEP 27 1935	
KING	

EAT:TAM

September 11, 1935

MEMORANDUM FOR THE DIRECTOR

I discussed with Special Agent in Charge W. L. Listerman of the Trenton Office, the condition of the work generally in that district, pointing out to him again that the New Jersey State Police were entirely unfriendly and uncooperative towards us and that he should not be fooled by any gestures of friendliness on the part of Colonel Shingleton or his officers.

Mr. Listerman stated that Special Agent R. E. Hood is outstanding among the newer agents assigned to his office and that he thinks that with six months additional experience he would make an excellent supervisor.

Mr. Listerman stated that Agent B. F. Meekins has not been developing satisfactorily but that he recently appeared to be improving a little.

I was somewhat surprised at the mannerisms of Mr. Listerman, he having changed considerably during the short period since he left the Bureau. He has become a "tough guy", talking out of the side of his mouth and evidently trying to impress me with his forcefulness and vigor. Mr. Quinn in a personal conversation with him commented likewise upon the change in Listerman's characteristics.

Respectfully,

E. A. Tamm

67-59485-8

Federal Bureau of Investigation

U. S. Department of Justice

Washington Field Office, Room 5252
Washington, D. C.

September 26, 1935.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Penn. Ave. at 9th. St., N. W.,
Washington, D. C.

Dear Sir:

This is to advise that Special Agent R. B. Hood reported at this office at 9:40 P. M., September 24, 1935, from the Trenton office under orders of transfer. In accordance with previous instructions received from the Bureau, Agent Hood was directed to report to Mr. Tamm, of the Bureau, for assignment.

Inasmuch as this Agent was directed to report to the Bureau for assignment his personnel file, annual leave card and firearms record card are being forwarded thereto.

Very truly yours,

J. M. Keith
J. M. KEITH, *14*
Special Agent in Charge.

file attached
FMH:DSS
cc Trenton
PERSONAL AND CONFIDENTIAL.

OCT 2 - 1935

67-35038-43

*Field firearms record
card detached 10-1-35
WRG MFC*

C
7/25

WRG

EAT:TAM
67-35038

October 2, 1935

~~PERSONAL AND CONFIDENTIAL~~

Mr. W. L. Listerman,
Special Agent in Charge,
Federal Bureau of Investigation,
U. S. Department of Justice,
827 Broad Street National Bank Building,
Trenton, New Jersey.

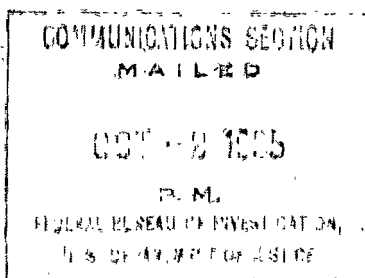
Dear Sir:

In view of the relatively short time that Special Agent R. B. Hood has been assigned to the Bureau, it is requested that you submit the efficiency rating upon this Agent for the six-month period, terminating September 30, 1935.

Very truly yours,

John Edgar Hoover,
Director.

67-35038-44



Handwritten signature and initials, possibly "E. J. Hoover" or similar, with a checkmark below.

Federal Bureau of Investigation
U. S. Department of Justice
827 Broad Street National Bank Building
Trenton New Jersey

October 8, 1935.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Pennsylvania Avenue at Ninth Street, N. W.,
Washington, D. C.

PERSONAL AND CONFIDENTIAL

Dear Sir:

Pursuant to your letter of October 2, 1935, there is transmitted herewith, in duplicate, the efficiency rating for Special Agent R. B. Hood for the six-month period terminating September 30, 1935.

In view of the fact that Special Agent Hood was transferred from Trenton during the month of September, certain items at the top of the efficiency report are not entirely filled out, due to the lack of information in this Office and the fact that Agent Hood's personnel file was forwarded at the time of his transfer.

Very truly yours,

W. L. Listerman

W. L. LISTERMAN
Special Agent in Charge

WLL:BC
Enclosures

RECORDED

NOV 16 1935

67-35038-45
FEDERAL BUREAU OF INVESTIGATION
OCT 12 1935
U. S. DEPARTMENT OF JUSTICE
✓ WILSON

October 11, 1935

RBH:RD

MEMORANDUM FOR THE DIRECTOR

This is to advise that my present address is
as follows:

255 - 15th Street, Southeast,
Washington, D. C.

Telephone: Atlantic 2142-W

Respectfully,

D
R. B. Hood.

447

67-35038-46	
FILED	OF DIVISION
OCT 14 1935 A.M.	
U. S. DEPARTMENT OF JUSTICE	
ONE CLK	FILE

2/11/35

October 18, 1935.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

This will acknowledge receipt of your contribution of \$10 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who may lose his life by violence in the line of official duty.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

COMMUNICATIONS SECTION MAILED OCT 18 1935 FEDERAL BUREAU OF INVESTIGATION U. S. DEPARTMENT OF JUSTICE

67-35038- 47

✓

6

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

EAT:TAM

November 2, 1935

MEMORANDUM FOR THE DIRECTOR

Re: Supervisor R. B. Hood
30-Day Efficiency Report

Special Agent Hood reported for duty as a supervisor on September 15, 1935 and since that time, has been assigned to the supervision of National Motor Vehicle Theft Act cases. He has displayed a splendid attitude towards his work, as well as capacity and ability considerably above the average. I believe that with considerable additional experience, Mr. Hood will be capable of performing administrative or executive duties requiring initiative, self-dependence and good judgment.

Respectfully,

E. A. Tamm

Mr. Nathan
Mr. Tolson
Mr. Baughman
Chief Clerk
Mr. Clegg
Mr. Coffey
Mr. Edwards
Mr. Egan
Mr. Foxworth
Mr. Harbo
Mr. Joseph
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

67-35038-48

FEDERAL BUREAU OF INVESTIGATION

NOV 12 1935 P. M.

U. S. DEPARTMENT OF JUSTICE

TOLESON

FOUR

CHIEF CLERK

FILE

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

CT:MAM

October 21, 1935

R. B. HOOD - SPECIAL AGENT
TRENTON OFFICE

Mr. Nathan ✓
Mr. Tolson ✓
Mr. Clegg ✓
Chief Clerk ✓
Mr. Coffey ✓
Mr. Edwards ✓
Mr. Egan ✓
Mr. Foxworth ✓
Mr. Harbo ✓
Mr. Joseph ✓
Mr. Keith ✓
Mr. Lester ✓
Mr. Quinn ✓
Mr. Schilder ✓
Mr. Tamm ✓
Mr. Tracy ✓
Miss Gandy ✓

Efficiency rating 88.5% 9-30-35
Previous efficiency rating 85.90%
Entered on duty 9/24/34
Salary \$3100, Caf-8
Last salary change 6-1-35
Previous test ratings:
Rules and Regulations 97.38%
Instructions 95% (Training School)

Accounting Course Enrolled (no lessons completed)
Bankruptcy
Marksmanship Expert
Wire Tapping Not qualified

REMARKS

Special Agent W. L. Listerman reports that Agent Hood presents a very good appearance; has a pleasing personality; that while attached to the Trenton Office, he diligently applied himself at all times; was thoroughly dependable; could be relied upon in dangerous assignments; worked overtime voluntarily on many occasions, and in his opinion is above the average in education, and possesses a good degree of latent executive ability.

In June, 1935, United States Attorney F.W.H. Adams of the Southern District of New York, commended the activities of this agent in connection with an investigation in the New York district.

Special Agent Hood has been transferred to Washington for assignment to a supervisory position.

RECOMMENDATION

I recommend that he be re-allocated at this time to Grade Caf-10, \$3500 per annum.

NOV 18 1935

Clyde Tolson

NOV 18 1935

TOLESON

FOUR

CHE CLK. WING

Memo Mr. Scrutiger
11-14-35 WRF

Promotion
letter sent
11-27-35
WRF

OK
JH

@
W

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Neues Director
10/21

EFFICIENCY RATING SHEET

Office submitting TRENTON, NEW JERSEY

Date submitted October 8, 1935.

Name of employee R. B. HOOD Special Agent CAR 8 2900
(Title) (Grade) (Salary)
Entered on duty 9/24/34 Entered on duty this office July 1, 1935.
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:
INFERIOR (0-59%).....EXCEPTIONALLY POOR performance of duty; EXCEPTIONALLY LACKING in qualification considered.
UNSATISFACTORY (60-74%)...Duty NOT performed AS WELL AS SHOULD BE EXPECTED; not satisfactory; DECIDEDLY below standard.
FAIR (75-84%).....Work ORDINARILY satisfactory; NOT OUTSTANDING.
GOOD (85-92%).....Duty performed in an EFFICIENT MANNER; qualifications UP TO STANDARD and ENTIRELY SATISFACTORY.
EXCELLENT (93-100%).....Duty performed in HIGHLY EFFICIENT MANNER; qualified to a PREEMINENT DEGREE.

To what degree has he exhibited the following qualifications? Consider him in comparison with others in the same position for the entire service:

	GRADE	RELATIVE WEIGHT	TOTAL
KNOWLEDGE: Extent of information concerning all duties of his position; ability to analyze cases; practical application of intelligence and educational training; readiness of comprehension.	88	7	616
JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion; tact	88	4	352
INITIATIVE: Trait of beginning needed work or taking appropriate action on own responsibility in absence of orders	90	1	90
FORCE: Aggressiveness; faculty of performing work with vigor and resolution	90	1	90
INDUSTRY: Physical activity; application to work; health; energy	90	1	90
ACCURACY: Attention to details; thoroughness; precision	88	1	88
PERSONAL APPEARANCE: Impression made on others; personality; neatness	90	1	90
PAPER WORK: Reporting; marshaling facts; dictating	87	2	174
ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to discipline; dependability	92	1	92
EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and influence others in proper performance of duties	88	1	88
TOTAL (divide by 20)			1770
Rating			88.5

(over)

In arriving at the above rating for an employee, consider each of the ten qualifications separately. In the column headed "Grade" give a separate rating between 0 and 100% for each qualification, as explained at the beginning of the sheet under definitions of Inferior, Unsatisfactory, Fair, Good, and Excellent. Then multiply each separate grade given in each separate qualification by the respective number indicated in the column headed "Relative Weight." Extend the figure obtained for each separate qualification into the column headed "Total." Add all the figures in the column headed "Total" and divide this sum by 20 to arrive at the final rating.

REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

Special Agent Hood presents a very good appearance and possesses such a pleasing personality that he is well-liked by and thought to be a genuine gentleman by all with whom he has come in contact.

While attached to the Trenton Office, he diligently applied himself at all times and was always alert and keen in developing the work of the Bureau, in which he was enthusiastically interested. He was thoroughly dependable and eager to advance. Agent Hood was always ready to work overtime and sincerely endeavored to develop reliable confidential informants. He is qualified in handling of Bureau firearms and could be relied upon in dangerous assignments.

Agent Hood is above the average in education and possesses a good degree of latent executive ability.

If deficiencies or disqualifications have been noted under "Remarks," have you brought them to the attention of the employee prior to the rendition of this rating? _____

WLL:BC


Rating Officer.
Special Agent in Charge

**FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE**

EFFICIENCY RATING SHEET

Office submitting TRENTON, NEW JERSEY

Date submitted October 8, 1935.

Name of employee R. B. HOOD Special Agent CAP
(Title) (Grade) (Salary)
Entered on duty _____ Entered on duty this office July 1, 1935.
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

INFERIOR (0-59%).....EXCEPTIONALLY POOR performance of duty; EXCEPTIONALLY LACKING in qualification considered.

UNSATISFACTORY (60-74%)...Duty NOT performed AS WELL AS SHOULD BE EXPECTED; not satisfactory; DECIDEDLY below standard.

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To what degree has he exhibited the following qualifications? Consider him in comparison with others in the same position for the entire service,

	GRADE	RELATIVE WEIGHT	TOTAL
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TOTAL (divide by 20)			1770
Rating			88.5

(over)

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REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

Special Agent Hood presents a very good appearance and possesses such a pleasing personality that he is well-liked by and thought to be a genuine gentleman by all with whom he has come in contact.

While attached to the Trenton Office, he diligently applied himself at all times and was always alert and keen in developing the work of the Bureau, in which he was enthusiastically interested. He was thoroughly dependable and eager to advance. Agent Hood was always ready to work overtime and sincerely endeavored to develop reliable confidential informants. He is qualified in handling of Bureau firearms and could be relied upon in dangerous assignments.

Agent Hood is above the average in education and possesses a good degree of latent executive ability.

If deficiencies or disqualifications have been noted under "Remarks," have you brought them to the attention of the employee prior to the rendition of this rating? _____

WLL:BC



Rating Officer.
Special Agent in Charge

November 14, 1935

MEMORANDUM FOR MR. SORNBORGER, APPOINTMENT CLERK

It is requested that letters be prepared transferring the following employees of the Federal Bureau of Investigation, as indicated, payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation", FIELD, effective with entry on duty:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Richard B. Hood	Special Agent, Caf 8, \$3100 per annum	Special Agent, Caf 10, \$3500 per annum, vice R. E. Joseph, transferred
Lee F. Malone	Special Agent, Caf 9, \$3200 per annum	Special Agent, Caf 10, \$3500 per annum, vice A. V. Karcher, transferred
H. Eugene Roberts	Special Agent, Caf 9, \$3200 per annum	Special Agent, Caf 10, \$3500 per annum, vice H. J. Kneen, transferred
Joseph D. Milenky	Special Agent, Caf 9, \$3400 per annum	Special Agent, Caf 10, \$3500 per annum, vice L. A. Kindell, resigned
Albin G. Berens	Special Agent, Caf 10, \$3600 per annum	Special Agent, Caf 11, \$3800 per annum, vice an additional position
Kelly D. Deaderick	Special Agent, Caf 10, \$3700 per annum	Special Agent, Caf 11, \$3800 per annum, vice an additional position

Very truly yours,

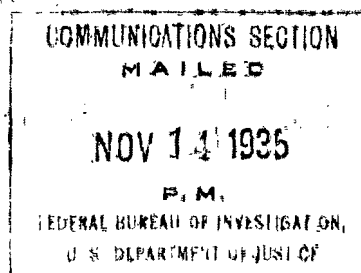
67-35038-50

John Edgar Hoover,
Director.

Approved:

Brien McMahon,
Acting Assistant to the Attorney General.

CC: Mr. Sornborger
General Agent
Fiscal Control
Miss Waddle



MRG:TW

67-35038

November 27, 1935.

Mr. Richard B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hood:

It is with pleasure that I am
enclosing a letter from the Attorney General
advising you of your promotion from \$3100
per annum in Grade Caf 8, to \$3500 per annum
in Grade Caf 10, effective November 16, 1935.

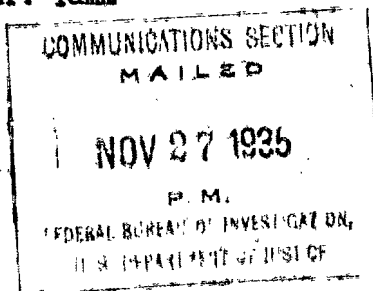
Sincerely yours,

J. Edgar Hoover

John Edgar Hoover,
Director.

Encl.

CC: Mr. Tamm



67-35038-51

Mr. Nathan
Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Miss Gandy

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D. C. OM:LF,

November 14, 1935.

To Mr. Richard M. Hood,
~~Federal Bureau~~ of Investigation,
Department of Justice.

Sir:

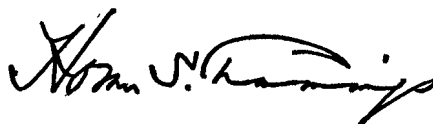
You are hereby transferred from one position to another in the
~~Federal Bureau~~ of Investigation as indicated below:

<u>FROM</u>		<u>TO</u>	
Position	Special Agent	Position	Special Agent
Grade	Gaf-8	Grade	Gaf-10
Salary	\$3100 per annum	Salary	\$3800 per annum
Appropriation "Salaries and Expenses, Appropriation Federal Bureau of Investigation", F.I.C.D.		Effective with entry on duty.	
		To succeed - E. E. Joseph, transferred.	

You should execute the required oath of office.

Respectfully,

By the Attorney General:



Attorney General.

Acting Assistant to the Attorney General.

C
O
P
Y

HHC:PM

October 11, 1935.

MEMORANDUM FOR THE DIRECTOR

Re: Supervisors' Conference October 8, 1935.

(Excerpt from Page 2.)

The following are the grades made by the employees on the oral examination based upon the Bureau Bulletins:

Abbatechio	-	0	Pieper	-	66-2/3
Bryon		33-1/3	Renneberger		33-1/3
Chambers		16-2/3	Swenson		0
Fearworth		100	Appel		25
Grimsdell		100	Blackburn		50
Hair		33-1/3	Donaldson		0
Hood		33-1/3	Harrington		0
McIntire		16-2/3	Hinse		50
Pennington		33-1/3	Major		0
Richmond		33-1/3	McGarraghy		0
Rosen		33-1/3	W. Tamm		0
Ward		0	Flridge		0
Weeks		33-2/3	Lowitt		0
Crowl		90	Miller		0
Danegan		0	Ningle		0
Joseph		33-1/3	McSwain		0
Moardie		66-2/3	Weyfarth		33-1/3

All the above employees advised that they received the Bureau bulletins.

Respectfully,

(Signed)
H. H. GLENN

(Notation)

A rotten record & while I agree with
Clegg's suggestion re-issuance of
Bulletins I do not think frequency
of Bulletins any excuse for not being
familiar with contents.

J.E.H.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

December 2, 1935

RBH:RD
26-31462

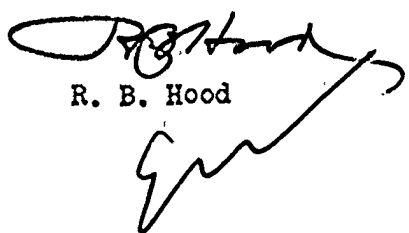
MEMORANDUM FOR THE DIRECTOR

Re: Reason for Delinquency

The letter from Mr. George Haehn, Chief of Police, Warren, Pennsylvania was received in the Bureau on Friday, November 22, 1935.

It is acknowledged that this correspondence should have been answered on Monday, November 25, 1935 which, I believe, to have been the earliest opportunity. It was, however, dictated on November 26, 1935 and due to the stenographic condition, was not prepared for signature until November 29, 1935.

Respectfully,


R. B. Hood

Mr. Nathan
Mr. Tolson
Mr. Baughman
Chief Clerk
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Miss Gandy

RECORDED
DEC 5 - 1935

67-35038- 52

FEDERAL BUREAU OF INVESTIGATION
FROM: DIVISION #1 & DIVISION #2

1935.

TO: ☐ Director
☐ Mr. Nathan
☐ Mr. Tolson
☐ Mr. Edwards
☐ Mr. Quinn
☐ Mr. Clegg
☐ Division Three

☐ Files Section ☐ Identification Division
☐ Personnel Files ☐ Statistical Section
☐ Mechanical Section ☐ Technical Laboratory
☐ Chief Clerk's Office

SUPERVISORS

☐ Mr. Abbaticchio ☐ Mr. Grimsdell
☐ Mr. Bryan ☐ Mr. Lord
☐ Mr. McIntire ☐ Mr. Foxworth
☐ Mr. Richmond ☐ Mr. Chambers
☐ Mr. Thompson ☒ Mr. Hood
☐ Mr. Rosen ☐ Mr. Emrich
☐ Mr. Weeks

☐ Miss Gandy
☐ Miss McCarthy
☐ Miss Conlon
☐ Mr. Ward

M

☐ Correct
☐ Re-write
☐ Re-date
☐ See me
☐ Send file
☐ Note and Return
☐ Please call me concerning this
☐ Search, serialize and route

3-25-35
11-26-35

Please submit memo.

E. A. Tamm - 5107.

I, Richard B. Hook do solemnly

swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Special Agent, Federal Bureau of Investigation,
U. S. Department of Justice.

on which I am about to enter: So help me God.

(Sign here) Richard B. Hook

Subscribed and sworn to before me this) Where born (State only) Penn.

2nd day) Date of birth Aug. 28, 1908

of December A. D. 1935) Whence appointed:

State Penn. County Fayette

Congressional District 24

Wm. C. Jackson
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty NOV 16 1935

Residence _____

Do you receive an annuity under the
Civil Service Retirement Act? _____

file
12-3-31
wg

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

December 2, 1935

RBH:RD
26-38704

MEMORANDUM FOR THE DIRECTOR

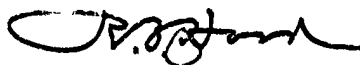
Re: Reason for Delinquency

KATHERINE LILLEY, with aliases
National Motor Vehicle Theft Act.

The closing and parole reports of Special Agent J. M. Towler dated November 25, 1935 in the above entitled case were received in Division One at 3:10 P.M. Wednesday, November 27, 1935. In the afternoon of November 29, 1935 I sent for the file in this case and it was received by me on Saturday, November 30th at noon.

My letter to the Special Agent in Charge at Nashville was dictated on Monday, December 2, 1935.

Respectfully,



R. B. Hood.

Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Jones	
Mr. Mumford	
Mr. Quinn	
Mr. Nease	
Mr. Gandy	

67-35138-53

DEC 6 - 1935



Washington, D. C.
December 1, 1935.

C
O
P
Y

Handwritten: 2/10/36

Mr. Nathan	✓
Mr. Tolson	✓
Mr. Baughman	✓
Chief Clerk	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Edwards	✓
Mr. Egan	✓
Mr. Foxworth	✓
Mr. Harbo	✓
Mr. Joseph	✓
Mr. Keith	✓
Mr. Lester	✓
Mr. Quinn	✓
Mr. Schilder	✓
Mr. Tamm	✓
Mr. Tracy	✓
Miss Gandy	✓

Handwritten: 2/10/36

Mr. J. Edgar Hoover,
Director, Federal Bureau of Investigation,
U. S. Department of Justice,
Penna. Ave. at 9 St., N.W.,
Washington, D.C.

Dear Mr. Hoover:

I am in receipt of your letter of November 27, 1935, together with the enclosure from the Attorney General advising me of my promotion to Grade CAF 10, at a salary of \$3500 per annum.

I wish to take this opportunity to thank you for this promotion and assure you that I am indeed grateful for the consideration and opportunities which you have afforded me while I have been in the Bureau. In return I shall make every effort to produce work which is a credit both to the Bureau and myself.

Sincerely yours,

R.B. Hood,
Special Agent.

RECORDED

Handwritten: 67-35038-54

DEC 9 - 1935

Handwritten: [Signature]

Washington, D.C.
December 1, 1935.

Mr. J. Edgar Hoover,
Director, Federal Bureau of Investigation,
U.S. Department of Justice,
Receiv. Cor. at 9 St. N.W.
Washington, D.C.

Dear Mr. Hoover,

I am in receipt of your letter of November 27, 1935, together with the enclosure from the Attorney General advising me of my promotion to Grade Caf 10, at a salary of \$3500 per annum.

I wish to take this opportunity to thank you for this promotion and assure you that I am indeed grateful for the consideration and opportunities which you have afforded me while I have been in the Bureau. In return I shall make every effort to produce work which is a credit both to the Bureau and to myself.

Sincerely yours
J. B. Wood
Special Agent.

RBH:LL

December 5, 1935

MEMORANDUM FOR MR. TAMM

While on annual leave between December 6 and 14, 1935, my address will be 61 Nassau Street, Uniontown, Pennsylvania, telephone 1201.

Respectfully,

R. B. Hood.

67-35032-55

FEDERAL BUREAU OF INVESTIGATION
DEC 7 1935 A.M.
U.S. DEPT. OF JUSTICE

WAB
1935 DEC 7

WAB

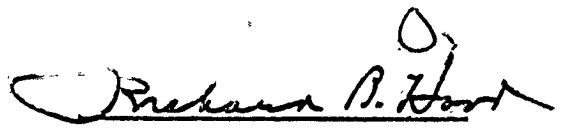
JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

Washington, D. C.

The confidential character of the relations of the employees of the Federal Bureau of Investigation with the public is fully understood by me, and the strictly confidential character of any and all information secured by me in connection directly or indirectly with my work as a Special Agent, or the work of other employees of which I may become cognizant, is fully understood by me, and neither during my tenure of service with the Federal Bureau of Investigation nor at any other time will I violate this confidence, nor will I divulge any information of any kind or character whatsoever that may become known to me to persons not officially entitled thereto.


RICHARD B. HOOD

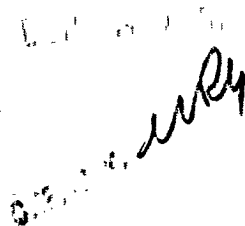
Subscribed and duly sworn to
before me by the above named,
this 2nd day of December, 1935.


Wm. C. Jackson

RECORDED

DEC 9 - 1935

67-35038-56



JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.
December 19, 1935

Mr. Nathan
Mr. Tolson
Mr. Baughman
Chief Clerk
Mr. Clegg
Mr. Coffey
Mr. Edwards
Mr. Egan
Mr. Foxworth
Mr. Harbo
Mr. Joseph
Mr. Keith
Mr. Lester
Mr. Quinn
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

Mr. John Edgar Hoover,
Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with Section 35 of the Manual of Rules and Regulations, I respectfully submit herewith my personnel status as of this date:

- (a) Married
- (b) First Presbyterian Church, Uniontown,
Pennsylvania; Psi Upsilon Fraternity.
- (c) 601 North Jackson Street, Clarendon, Virginia.
- (d) Dartmouth College, A.B. degree, 1930;
University of Pittsburgh Law School,
LL.B. degree, 1934.
- (e) Mrs. R. B. Hood,
601 North Jackson Street,
Clarendon, Virginia - Wife
- (f) I have no relatives in the Government
service at the present time.
- (g) I have no preference as to the office to which
I am assigned.

Respectfully,

R. B. Hood
R. B. Hood

67-35038-56X

DEC 22 1935

FILE

WBC:WHE

December 28, 1935

U. S. Public Health Service,
23 Old Post Office Building,
Washington, D. C.

Attention: Dr. R. M. Grimm

Gentlemen:

The bearer of this letter is **R. B. Hood**,
a **Special Agent** of the Federal Bureau of Investi-
gation, U. S. Department of Justice. It will be
appreciated if you will provide a physical examination
for this employee as required by the attached form,
FBI 1.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Encl. #208488

62-35138-57
Original handed R.B. Hood
12/28/35

RBH:ER

October 26, 1935.

MEMORANDUM FOR MR. TAMM

It is respectfully suggested that the following paragraph be added to Section 2 of the Manual of Instructions relative to the National Motor Vehicle Theft Act investigations. This addition would be inserted after the last paragraph on page 8 of Section 2 and would read as follows:

"In National Motor Vehicle Theft Act investigations the number and value of stolen automobiles transported interstate, involved in cases wherein the Bureau is called upon to perform investigative work, shall be submitted by the office which reports the investigation relative to the recovery of the car. The value which is reported shall be the market value at the time of recovery and shall be specifically set out in both the synopsis and the details of the investigative report."

Respectfully,

R. B. Hood.

61-35058

RBH:ER

October 26, 1935.

MEMORANDUM FOR MR. TAMM

It is respectfully suggested that the following paragraph be added to Section 8 of the Manual of Instructions relative to the National Motor Vehicle Theft Act investigations. This addition would be inserted after the last paragraph on page 8 of Section 8 and would read as follows:

"In National Motor Vehicle Theft Act investigations the number and value of stolen automobiles transported interstate, involved in cases wherein the Bureau is called upon to perform investigative work, shall be submitted by the office which reports the investigation relative to the recovery of the car. The value which is reported shall be the market value at the time of recovery and shall be specifically set out in both the synopsis and the details of the investigative report."

Respectfully,

E. B. Hood.

67-350 59

COLUMBIAN BROWN CLASP NO. 808
PAT. 1,593,048
THE UNITED STATES ENVELOPE CO. SPRINGFIELD, MASS.
8 x 11

B. B. Hood

Phys. Rept.

67-35038-60	
FEDERAL BUREAU OF INVESTIGATION	
JAN 30 FEB 1 1938 P.M.	
U. S. DEPT. OF JUSTICE	
RECEIVED FEB 1 1938 FIVE CL. WR 4	FILE C



Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

HCD:ec

January 24, 1936

MEMORANDUM FOR MR. TOLSON

PHYSICAL EXAMINATION SUMMARY
OF
SPECIAL AGENT RICHARD B. HOOD.

The examination disclosed the following defects.

He has impaired vision which is 20/30-1 in the right eye and 20/200 in the left eye. However, this is corrected by glasses to 20/20 in both eyes.

He has flat foot.

He has enlarged nasal bones.

The doctor states that he is capable of strenuous physical exertion and that he has no defects which would interfere with his use of firearms.

Respectfully,

Respectfully,
H. C. Douglas.

Letter to Mr. Frank
Towers, by Ed. 1/28/36

JAN 31 1936

67-35038-60

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS OF THE
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

Washington, D. C.

December 28, 1935

Place

HISTORY

Name Richard B. Hood Age 27 years, 5 months

Nativity (state) Pennsylvania Married, Single, Widowed: Married Number of Children 0

Diseases, operations, or injuries previous to age of 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Pneumonia - about 1915; Streptococcus - about 1916; Ordinary childhood diseases.

Diseases, operations, or injuries subsequent to age 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Tonsilectomy; - about 1928.

Father (Living? X State of Health Good

(Dead? _____ Cause & age at death? _____)

Mother (Living? X State of Health Good

(Dead? _____ Cause & age at death? _____)

Brothers (Number living 1 State of Health Good

(Number dead _____ Cause & age at death? _____)

Sisters (Number living _____ State of Health _____

(Number dead _____ Cause & age at death? _____)

Has any member of family suffered from neurasthenia or insanity or been confined in any institution for the insane? Give relationship and full history of case.

No

Has any blood relative been an inmate of a penal institution or poorhouse? Give relationship and state reasons.

No

Habits: Tobacco? No Alcoholics? No - Drugs? No

Richard B. Hood
Signature of Candidate.

PHYSICAL EXAMINATION

Eyes: Color? Blue Exophthalmos? No

Chronic inflammation? No Other abnormality? _____

Eyelids: Ptosis? No Condition of conjunctiva on eversion? conjunctivitis

Other eye conditions? No

Vision: (Note: Each eye must be tested separately.)

Does candidate wear glasses? yes For what purpose? Reading

Distant: Uncorrected vision of right eye? 20/30-1 Left eye? 20/200

Corrected vision of right eye? 20/20-1 Left eye? 20/20-4

Near: Uncorrected vision of right eye? 18 1/2 in to 27 in Left eye? 15 in to 27 in

Corrected vision of right eye? 19 in to 6 1/2 in Left eye? 15 in to 6 in

Remarks: Now wears a compound myopic glass.

Color sense: Normal
(Standard color plate test required)

Ears: Abnormalities? No Evidence of mastoid or other disease: No

Condition of drums? Right Normal Left Normal

Hearing: (Note: When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard:

Right ear 20+ feet. Left ear 20+ feet.

Distance whispered speech (Using residual air) can be heard:

Right ear 16 feet. Left ear 16 feet.

(Note: Use tuning fork tests, Rinne, Weber & Schwabach, if indicated.)

Right ear _____ Left ear _____

Nose: Deflection of septum yes Polypi? No

Chronic nasal disease? No Is candidate a mouth breather? _____

Palate: Cleft or perforated? No Other conditions? Hypertrophy of adenoid

Fauces: Condition of tonsils? absent Pharynx? Normal

H. L. M. area
Signature of Examining Specialist.
H. Surgeon

Height? 5 feet, 9 inches.

Weight, stripped? 157 1/2 Pounds.

General appearance:	(Robust? ☒)	Complexion:	(White? ☒)
	(Puny?)		(Colored?)
	(Plethoric?)		(Blonde? ☒)
	(Anaemic?)		(Brunette?)
	(Corpulent?)		(Florid?)
	(Emaciated?)		(Sallow?)

Skin: Diseases? ☒

Hair: Color: Brown Thickness Moderate

Glands: Enlargement: ☒ Other abnormalities None

Head, Depressions? ☒ Asymmetries? ☒

Facial disfigurement? ☒ Facial asymmetry? ☒

Abnormalities of speech? ☒

Neck: Goitre? ☒ Other conditions? Normal

Chest: Inspiration 38 1/2 inches. Expiration 35 inches. Respiratory rate? 18

Inspection: ☒

Lungs: Palpation: ☒

Percussion: ☒

Auscultation: ☒

X-ray examination: See attached sheet.

Heart: Palpation: ☒

Percussion: ☒

Auscultation: ☒

Exercise Test: Step upon chair 25 times in 30 seconds. Pulse rate should return to normal after two minutes.

Pulse rate: Sitting 90 After exercise 124

Condition of heart after exercise: Well-compensated

Blood pressure, Systolic? 122 Distolic? 80 Pulse pressure 42

Abdomen:

Circumference at umbilicus? 32 1/2 Tenderness? no
Other abnormalities? none
Liver, percussion? ✓ Palpation? no
Spleen, percussion? ✓ Palpation? no
Inguinal rings? normal Hernia? no

Scrotum:

Varicocele? no Hydrocele? no Sarcocoele no

Testicles:

Induration? no Atrophy? no
Other conditions? normal

Penis:

Epispadias? no Hypospadias? no
Condition of prepuce? normal Venereal diseases? no

Anus:

Hemorrhoids? no Fistulae? no
Prolapse of bowel? no Other conditions normal

Spine:

Tenderness? no Curvature? normal

Reflexes:

Pupillary: normal Cremasteric: Negative Normal
Pastellar: normal Babinski: Negative Ankleclonus: Negative

Upper Extremity:

Missing fingers? no Contractures of hand? normal
Condition of joints? normal Other conditions? normal

Lower Extremity:

Flat foot? First degree Bowed legs? no
Knock-knees? no Varicose Veins? no

Hammer toes? No Bunions? No

Other abnormalities? None

Agility:

Co-ordination of muscular movements? Normal Romberg? Negative

Defects of gait? ✓

Mental Condition? ✓

(Note: If indicated refer to specialist)

Temperature? 36.5

Has this person been successfully vaccinated within 5 years? No

Has this person had prophylactic typhoid inoculation? Yes Date last taken 1930

Urine: Color? Straw Sp. Gr.? 1.011 Albumin? Neg Sugar? Neg

Reaction? Acid Shreds? None Blood cells? None

Pus cells? None Casts? None Epithelial cells? None

Blood: Red corpuscles per C.mm 4,810,000 White corpuscles per C.mm 9,150

Differential count Sm. None 33%, Lg. Mono 5%, Lymphocytes 2%
Neutrophils 60%

Blood serologic tests (syphilis): Negative Haemoglobin per cent: 90%

Has candidate any of the following defects, viz: Cachexia, or apparent predisposition to any constitutional diseases, permanent defects of either of the extremities or articulations, including defects of gait, flat foot, badly bowed legs, knock-knees, unnatural curvature of the spine, impaired vision, color-blindness, chronic diseases of the visual organs, epilepsy, insanity, chronic diseases of the ears, deafness, chronic nasal disease, polypi, chronic ulcers or cicatrices of old ulcers likely to break out afresh, chronic cardiac pulmonary or renal affections, insufficient chest expansion, hernia, sarcocele, hydrocele, varicocele (unless slight), fistula in ano, hemorrhoids, varicose veins on lower limbs (unless slight) stature less than 5 feet 4 inches, or more than 6 feet 2 inches, or any marked abnormality of speech or facial disfigurement?

Yes

Report of any special examination:

See X-Ray & dental report attached

DENTAL EXAMINATION OF HOOD, Richard B.

GENERAL ORAL CONDITION

MUCOUS MEMBRANE

☒	Normal
☐	Inflamed
☐	Swollen
☐	Ulcerated
☐	Septic

SALIVA

☐	Normal
☐	Excessive
☐	Acidity
☒	Thick or ropy
☐	Odor

OCCUSION

☒	Normal
☐	Class I
☐	Class II
☐	Class III

TONGUE

☐	Coating
☐	Cryptic
☐	Ulcerated
☐	Enlarged

Glands Normal

Sinus "

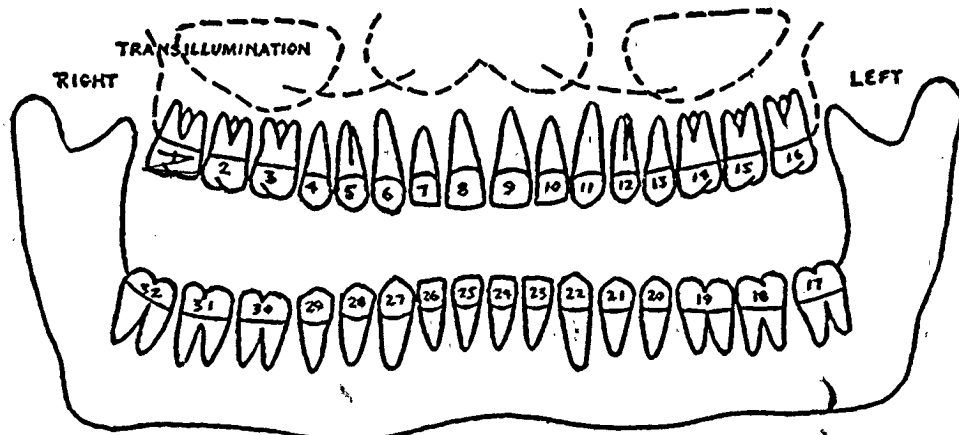
Throat "

ARCH

☐	Square
☒	Tapering
☐	Ovoid

DENTAL DIAGNOSIS

- A. Labial
- B. Lingual
- C. Incisal
- D. Occlusal
- E. Buccal
- G. Mesial
- H. Distal
- K. Mesio-labial
- L. Disto-labial
- M. Mesio-lingual
- N. Disto-lingual
- O. Mesio-incisal
- P. Disto-incisal
- R. Mesio-occlusal
- S. Disto-occlusal
- T. Bucco-occlusal
- U. Lingual-occlusal
- V. Mesio-distal-occlusal
- W. Bucco-lingual-occlusal



☒ Roots ☐ Abscess ☐ Impacted ☐ Crown ☐ Devitalized ☐ Dummy bridge ☐ On denture ☐ Missing ☐ Extraction indicated

X-ray No. _____ X-ray reading _____

Gingival disease (indicate nature and extent) _____

Conditions of appliances replacing teeth _____

Remarks: _____

In case a dentist is not available to make the dental examination, the medical examiner shall record missing teeth, prosthetic replacements, and give a general estimate of oral condition.

Date 12.28.35 (Signature) R. B. Hood
Dental Surgeon

Summary of Findings

(Summarize here all defects found.)

1. Flat foot, 1st degree.
2. Hypertrophy of inferior Turbinate.
3. Compound myopic astigmatism with good cor-
rection.
4. _____
5. _____

Recommendations:

1. Is this man capable of strenuous ☒ moderate _____ light _____
or very light _____ physical exertion. (Indicate which).
2. Has this man any defect that would interfere with his use of
firearms? (Indicate YES or NO) No

Remarks:

T. M. G. Simon
Medical Director, U. S. P. H. S.
H. U. M. Jones, P. H. Surgeon
F. Hanning acting

Administrative action by Federal Bureau of Investigation.

DIRECTOR

U. S. PUBLIC HEALTH SERVICE RELIEF STATION NO. 339,
P. O. DEPT., 12th & PA. AVE., N. W.,
WASHINGTON, D. C.

X-RAY REPORT

Date December 28, 1935, 19...

To: X-ray Laboratory:

Information requested in the case of HOOD, Richard B.
(Surname of Patient) (Given name)

Age 27 F.B.I. Class of beneficiary

X-ray of: HEART & LUNGS

Clinical Diagnosis:

Signature Dr. Grimm.
Surgeon

From X-ray Laboratory to Dr.

Date

12.28.35

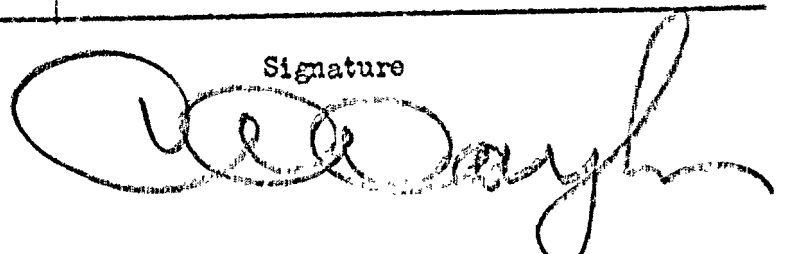
X-ray findings:

Negative.

FILM RECORD

Number	Size	Part	Examined by
1108	11x17		

Signature



RBH:RLG

April 28, 1936.

MEMORANDUM FOR MR. Tamm

RE: Monthly Administrative Reports.

I have noted the difficulty and sometimes delay experienced by the File Room in locating the files in the various cases listed on page 3 of the Monthly Administrative Reports submitted by the field offices. In order to assist the File Room in locating these files and, further, to make certain which of two or more files bearing the same name is the one referred to in the Monthly Administrative Report, the following suggestions are offered:

Many reports now submitted carry the field office file number in the first column of page 3 and I believe this should be furnished in all instances. While this information will not, of course, assist in the search for a file at the Bureau, it will often eliminate the necessity for the File Section to draw several files by the same name and forward them to a supervisor for examination before it can be determined which file is the one referred to in the Administrative Report. It would appear desirable that, in all instances where it is available to the field offices, the Bureau file number be included in this first column of the Administrative Report. If this information is furnished, a considerable saving of time on the part of employees in the files and card index sections at the Bureau will be effected and would, I believe, justify the small added burden imposed on the field offices.

Until the present supply of forms of page 3 of the Administrative Reports is exhausted, it is recommended that the Bureau file number be inserted in the first column thereof. However, when new forms are printed, it is suggested that a separate column to contain the Bureau file number be included therein.

Respectfully,

R. B. Hood.

March 26, 1934.

MEMORANDUM FOR MR. NATHAN

The following is a list of employees in Divisions One and Two, upon whom field efficiency ratings are due as of March 31, 1934.

DIVISION ONE

Tamm, E. A.
Hood, E. E.
Johnson, A. H.
Lindquist, M. E.
Hansen, A.
Smith, J. A. Jr.
Soucy, E. A.
Spear, M. G.
Thompson, E. K.
Vincent, J. d.
Weeks, C. E.

DIVISION TWO

Chambers, E.
Harish, E. F.
Farrworth, P. E.

Very truly yours,

John Edgar Hoover,
Director.

67-5

KAT:GHE

February 5, 1936

MEMORANDUM FOR THE DIRECTOR

Agropos of our discussion this morning concerning the supervision of White Slave Traffic Act cases, Mr. Nathan and I have discussed various personnel and believe that Special Agent M. C. Spear, presently assigned to the Kansas City Office, is the most likely possibility for designation as a supervisor of White Slave Traffic Act cases. It is, accordingly, recommended that Agent Spear be transferred to the Bureau for use on this type of work.

It is further recommended that Supervisor F. A. Grindall, presently supervising purjury, interstate transportation of stolen property, and several other types of cases, be replaced by Agent E. A. Sany, who is presently assigned to the Trenton Office in the capacity of Resident Agent at Newark.

It is further recommended that Special Agent (A) A. H. Johnson, presently attached to the Chicago Office in the capacity of PI man, be transferred to the Bureau to replace Special Agent J. H. Neilher, who is currently assigned to the supervision of National Motor Vehicle Theft Act cases. Agent Neilher worked on White Slave Traffic Act cases exclusively for a period of time in the Chicago Office, and it is suggested that consideration be given to assigning him to the Washington Field Office to handle this type of case here.

It will be noted from the above suggested changes in the supervisory staff that no recommendation is made for the transfer of Special Agent E. E. Hood away from the seat of government. Mr. Hood's development has been entirely satisfactory to date and it is felt that he should be retained in the Bureau as a Supervisor. Definite recommendations as to a plan of operation in building up the handling of White Slave Traffic Act cases in the field office districts covering the large metropolitan areas will be worked out, and it is felt that the entire time of one Supervisor can be devoted to the handling of this type of work, particularly if a reasonable number of Special Agents are assigned to this type of case exclusively. For the time being, during a further training period, Mr. Hood will be utilized in supervising crimes on Government reservations, theft of Government property, and related classifications, if this procedure is approved.

Respectfully,

E. A. Tamm.

*Johnson
What do you
think? J. E. H.*

Johnson

2/8/36 Y

JLS:ERM
67-

January 28, 1936.

Mr. Richard B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hood:

I desire to advise you that the Bureau has received from the United States Public Health Service a report of your physical examination taken on December 26, 1935 at Washington, D. C.

The report reflects that you have flat feet, first degree, and that you have enlarged nasal bones. It is also noted that you have impaired vision which, however, is corrected by the use of glasses.

The results of your physical examination are submitted to you for your information.

Very truly yours,

John Edgar Hoover,
Director.

V 67-35138-68

COMMUNICATIONS SECTION, Rm. 5742-
MAILED
JAN 29 1936
P. M.
FEDERAL BUREAU OF INVESTIGATION

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice

CT:ec

Washington, D. C.

March 25, 1936

R. B. HOOD - SUPERVISOR
WASHINGTON HEADQUARTERS

Efficiency rating	88.2%	3/31/36
Previous efficiency rating	88.5%	
Entered on duty	9-24-34	
Salary	Caf-10, \$3500	
Last salary change	11-16-35	
Previous test ratings:		
Rules & Regulations	97.38%	
Instructions	95% (Training School)	
Training School		

Accounting course
Marksmanship

Enrolled
Expert

REMARKS

Mr. Tamm reports that Mr. Hood makes a good approach, is intelligent and possesses better than average ability. He states the employee has a reserved demeanor and lacks self-confidence; that he is exceedingly conscientious, and though not as fast mentally as he might be, he is very loyal and possesses considerable possibility for future development.

RECOMMENDATION

I recommend a promotion of \$100 on July 1, 1936.

Clyde Tolson.

JUN 13 1936

67-35038-63

I concur in the above remarks and recommendation.

P. E. Foxworth.

Promotion letter sent
7-21-36
Wing

Mr. J. H. Stewart
6-10-36
Wing

P. E. Foxworth.
P. E. Foxworth.
CHIEF

**FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE**

EFFICIENCY RATING SHEET

Office submitting Division 1

Date submitted March 31, 1936

Name of employee Richard B. Hood Supervisor CAF-10 \$3500
(Title) (Grade) (Salary)
Entered on duty Sept. 24, 1934 Entered on duty this office Sept. 24, 1935
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

INFERIOR (0-59%).....EXCEPTIONALLY POOR performance of duty; EXCEPTIONALLY LACKING in qualification considered.

UNSATISFACTORY (60-74%)...Duty NOT performed AS WELL AS SHOULD BE EXPECTED; not satisfactory; DECIDEDLY below standard.

FAIR (75-84%).....Work ORDINARILY satisfactory; NOT OUTSTANDING.

GOOD (85-92%).....Duty performed in an EFFICIENT MANNER; qualifications UP TO STANDARD and ENTIRELY SATISFACTORY.

EXCELLENT (93-100%).....Duty performed in HIGHLY EFFICIENT MANNER; qualified to a PREEMINENT DEGREE.

To what degree has he exhibited the following qualifications? Consider him in comparison with others in the same position for the entire service.

	GRADE	RELATIVE WEIGHT	TOTAL
KNOWLEDGE: Extent of information concerning all duties of his position; ability to analyze cases; practical application of intelligence and educational training; readiness of comprehension.	86	7	602
JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion; tact	87	4	348
INITIATIVE: Trait of beginning needed work or taking appropriate action on own responsibility in absence of orders	89	1	89
FORCE: Aggressiveness; faculty of performing work with vigor and resolution	88	1	88
INDUSTRY: Physical activity; application to work; health; energy	92	1	92
ACCURACY: Attention to details; thoroughness; precision	92	1	92
PERSONAL APPEARANCE: Impression made on others; personality; neatness	92	1	92
PAPER WORK: Reporting; marshaling facts; dictating	90	2	180
ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to discipline; dependability	92	1	92
EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and influence others in proper performance of duties	89	1	89
TOTAL (divide by 20)			1764
Rating			88.2

(over) *memo directly
3-25-36*

In arriving at the above rating for an employee, consider each of the ten qualifications separately. In the column headed "Grade" give a separate rating between 0 and 100% for each qualification, as explained at the beginning of the sheet under definitions of Inferior, Unsatisfactory, Fair, Good, and Excellent. Then multiply each separate grade given in each separate qualification by the respective number indicated in the column headed "Relative Weight." Extend the figure obtained for each separate qualification into the column headed "Total." Add all the figures in the column headed "Total" and divide this sum by 20 to arrive at the final rating.

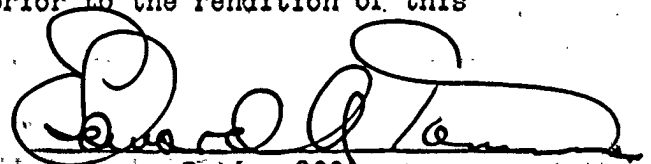
REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

Mr. Hood has been assigned to the investigative units since September 24, 1935, and during that period has handled the supervision of National Motor Vehicle Theft Act, White Slave Traffic Act and Theft of Government Property cases. He makes a good approach, is intelligent and possesses better than average ability. He is of a reserved demeanor however, and lacks self-confidence, which I feel will come with additional experience. He is exceedingly conscientious and though not as fast mentally as he might be, is very loyal. I believe that he possesses considerable possibility for future development and I am endeavoring to afford him the widest possible experience in the handling of matters at the Seat of Government. I am likewise endeavoring to inject into him an aggressive attitude and during the past month he has shown improvement in this aspect.

Mr. Hood is qualified as an expert with the pistol.

If deficiencies or disqualifications have been noted under "Remarks," have you brought them to the attention of the employee prior to the rendition of this rating? _____



Rating Officer.

WRG:TW

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEETName: **Mr. Richard B. Hood**Date: **June 10, 1936.**Present Status1. Title: **Special Agent**
3. Salary: **\$3500 per annum**2. Grade: **Caf 10**4. Seat of Government: ()
Field: (**xx**)

5. Division:

6. Appropriation: **"Salaries and Expenses,
Federal Bureau of Investigation"**Proposed Change7. Title: **Special Agent**
9. Salary: **\$3600 per annum**8. Grade: **Caf 10**10. Seat of Government: ()
Field: (**xx**)

11. Division:

12. Appropriation: **"Salaries and Expenses,
Federal Bureau of Investigation"**13. Effective: **July 1, 1936**14. Position: Additional: ()
Vice:

Identical:

15. Remarks:

CC: Chief, Audit Section
Miss Waddle

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:

Efficiency ()

Date

Initial

Average provision ()

approved: _____

The Administrative Assistant
to the Attorney General.

Funds certification:

approved: _____

The Assistant
to the Attorney General.Note: If more than one personnel change is proposed, schedule the same on a
separate sheet under captions 1 to 15 above, and attach hereto.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

EAT:TMF

July 8, 1936

MEMORANDUM FOR THE DIRECTOR

At the request of Special Agent R. B. Hood, I furnished him his efficiency rating and reviewed the contents of his personnel file with him.

Respectfully,

E. A. Tamm

Mr. Nathan ✓
Mr. Tolson ✓
Mr. Baughman ✓
Chief Clerk ✓
Mr. Clegg ✓
Mr. Coffey ✓
Mr. Edwards ✓
Mr. Egan ✓
Mr. Foxworth ✓
Mr. Harbo ✓
Mr. Joseph ✓
Mr. Keith ✓
Mr. Lester ✓
Mr. Quinn ✓
Mr. Schilder ✓
Mr. Tamm ✓
Mr. Tracy ✓
Miss Gandy ✓

67-35038-65

JUL 10 1936

EAT:TMF

June 10, 1934

MEMORANDUM FOR THE DIRECTOR

When reallocations of grade and salary are possible, it is suggested that consideration be given to the following individuals assigned to the investigative units in the amount specified:

H. B. Fletcher	from \$3300 to \$3500
R. B. Hood	from \$3500 to \$3600
M. B. Lindquist	from \$3300 to \$3600
J. A. Smith, Jr.	from \$3400 to \$3500
E. A. Boney	from \$3200 to \$3500
J. W. Vincent	from \$3600 to \$3700
R. Chambers	from \$4000 to \$4100
H. F. Hurick	from \$3400 to \$3600
M. M. Conlon	from \$1740 to \$1800
T. McG. Fisher	from \$2040 to \$2200
R. L. Callahan	from \$1980 to \$2040
C. D. Ward	from \$1860 to \$1920

Respectfully,

E. A. Tamm

67-8000-112

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

July 7, 1936.

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

In accordance with the provisions of Section 35 of the Manual of Rules and Regulations, there is submitted herewith my personnel status as of this date:

- (a) Married.
- (b) First Presbyterian Church, Uniontown, Pennsylvania.
Psi Upsilon Fraternity.
- (c) 61 Nassau Street,
Uniontown, Pennsylvania.
- (d) Dartmouth College, AB degree 1930;
University of Pittsburgh Law School, LLB 1934.
- (e) In case of emergency, kindly notify:

Mrs. R. B. Hood,
601 North Jackson Street,
Arlington, Virginia.
- (f) I have no relatives in the Government service
at this time.
- (g) I have no office of preference.

Very truly yours,

R. B. Hood
R. B. Hood,
Special Agent.

Mr. Nathan	✓
Mr. Tolson	✓
Mr. Baughman	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Edwards	✓
Mr. Egan	✓
Mr. Foxworth	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Miss Gandy	✓

WRG

67-35038-65X

150153

July 1, 1933.

Mr. Richard E. Wood,
c/o Federal Bureau of Investigation,
Department of Justice.

Dear Sir:

Your salary as a Special Agent, Federal Bureau of Investigation, is hereby increased from \$3500 per annum to \$3600 per annum in Grade Caf 10, effective July 1, 1933, and payable from the appropriation "Salaries and Expenses, Federal Bureau of Investigation."

Respectfully,

Homer S. Cummings,

Attorney General.

By the Attorney General:

Lunt M. Collins

Acting Assistant to the Attorney General.

Fiscal Control No. 103

COPY

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

67-021-16

WHDL:EG

July 17, 1936.

MEMORANDUM FOR THE DIRECTOR

Re: Presentation and substance of talks made by officials and supervisors of Bureau attending or speaking before SAC Conference - Conferences with the - Recommendations as to their speaking ability.

I think that the six best speakers from among the personnel at the Seat of Government to appear before the SAC Conference are as follows: L. C. Schilder, H. H. Clegg, Harold Nathan, R. T. Harbo, P. E. Foxworth and L. R. Pennington.

In summarizing, I believe that six of the above mentioned speakers, as indicated, are especially effective and that probably ten more officials and employees at the Seat of Government can make creditable speeches with several of them showing definite possibilities of rapid development if given sufficient opportunity.

Respectfully,

/s/ W.H.D. Lester

W. H. D. Lester.

NOTE: There are some excellent suggestions in this. Particularly we should develop some of the latent material of Wash. It is more than I suspected was available.

J. E. H.

R. B. Hood

He possesses a very weak voice which is toneless and colorless and became very husky toward the end of his talk. He gave a victrola-like presentation. The substance of his talk was only fair, although he set out some interesting new decisions. I recommend that he should not be designated for talks of any kind.

FEDERAL BUREAU OF INVESTIGATION

U. S. DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

June 24, 1936

MEMORANDUM FOR MR Tamm

The following errors were returned for correction during May, 1936:

MR. CHAMBERS

Attorneys for Attorneys. (Miss Walsh).

Limitations for Limitations. (Miss Renner).

XC-543,385 should have been XC-534, 385. (Miss Walsh).

MR. FOXWORTH

"infed" for "fined". (Miss Grattan).

Spocial for Special. (Miss Donnelly).

St. Louis, Illinois should have been St. Louis, Missouri. (Mrs. Graves).

MR. HOOD

"The loss of theft" should have been "The loss or theft". (Mrs. Graves).

MR. JOHNSON

1936 should have been 1935. (Mrs. Graves).

MR. SPEAR

"Oklahoma City" was omitted in giving the address of the Oklahoma Bureau Office. (Miss Frawley).

MR. EMRICH

officiers should have been officers. (Miss Lewis).

insance should have been insane. (Mrs. Dorset).

postion should have been position. (Miss Lewis).

Dear Sir should have been Dear Madam. (Mrs. Graves).

November 16, 1936 should have been November 16, 1934.

Notation should have been made on file copy to the effect that copies of newspaper clippings had not been retained for Bureau file. (Mrs. Lyles).

211 East Street, N. W. should have been 211 East Street, N. E. (Miss Coe).

April 27, 1936 should have been April 20, 1936. (Miss Thiel).

Letter which correspondent requested be returned to her was incorrectly retained for Bureau file. (Mrs. Dorset).

MR. WEEKS

"you" should have been "your". (Miss Lewis).

Memorandum for Mr. Tamm

- 2 -

June 24, 1936.

MR. VINCENT

May 6, 1936 should have been May 6,
1936. (Mrs. Henley).

May 13, 1936 should have been May 13,
1936. (Miss Walsh).

MR. SOUCY

properites should have been properties.
(Miss Grattan).

B-0053835-A should have been B-00053835-A MR. PENNINGTON
(Miss Callahan).

Nation should have been National. (Mrs.
Lyles).

MR. SMITH

March 6, 1936 should have been
March 26, 1936. (Miss Jones).

Gambardelia should have been
Gambardella. (Miss Cook).

MR. WARNES

Belmond should have been Belmont.
(Mrs. Koebel).

Wisconsin should have been Wisconsin.
(Mrs. Koebel).

Petition which was attached to the
Bureau file should have been as-
sembled with the inclusions for
the Milwaukee office; the inclusions
were placed in the envelope addressed
to the Bureau from the Department in-
stead of being inclosed in an
envelope addressed to the Milwaukee
Bureau office. (Mrs. Koebel).

Respectfully,

M. M. Conlon

HHC:ECS

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

MEMORANDUM FOR THE DIRECTOR

SPECIAL AGENTS RETRAINING SCHOOL - EFFICIENCY REPORT

Re: RICHARD B. HOOD
SPECIAL AGENT

Date Submitted: July 28, 1936

School beginning: July 13, 1936

Ending: July 25, 1936

Age: 28

Marital status: Married

Legal residence: Uniontown, Pa.

Office to which assigned: Div. 1, Bureau

Office preference: None

Entered on duty: Sept. 24, 1934

Salary: \$3500

Date of latest promotion: Nov. 16, 1935

Education: Dartmouth College, A.B. degree, 1930;
University of Pittsburgh Law School, LL.B., 1934

Previous Valuable Experience: Military training; clerk, Police Bureau;
law clerk.

Application to Training School Work: Good

Firearms Training

Written Examination Grade: 97 1/2%

Revolver Score: 85.5

Notebook - Good

Laboratory Work: Rec. instructions

Qualify in use of shotgun,
gas equipment, monitor,
rifles, mobile firing,
flares, machine gun?

Fingerprint Identification: Rec. instructions

Crime Scene Tests: Excellent

30.06 - 80

.351 - 26

Sub-machine Gun - 65

At night - 35

Monitor - 69

Shotgun - 65

Practical pistol course - 79.2

Physical Training:

Mental and Physical Coordination: Good

Alertness: Good

Team Spirit: Good

Remarks:

This employee gives the impression of being stolid and substantial and he seems to be qualified to carry a load like a draft horse, but not to have the finer points of a race horse. I do not believe that he possesses

K
WR6
Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Jones
Mr. Quinn
Mr. Nease
Mr. Gandy

67-30038-67

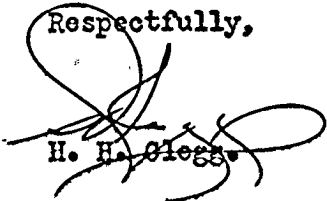
Memorandum for the Director.

- 2 -

July 28, 1936.

administrative ability, although I would consider him above the average as to capacity for developing into an excellent investigator. He does not appear to be a good mixer or a good contact man. //

Respectfully,


H. H. Clegg

HHC:BN

August 1, 1936.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

The following is the record of the grades made by you during the course of the Retraining School held in Washington, D. C., from July 13, 1936, to July 26, 1936:

Written Examination: 97½
Notebooks: Good
Crime Scene Tests: Excellent

Firearms Grades

Pistol Average - 95.5
30.06 Rifle - 80
.351 Rifle - 26
Machine Gun:
Day Firing - 65
Night Firing - 35
Monitor Rifle - 69
Shotgun - 65
Practical pistol course - 79.2

Although you were graded as good with regard to the notebook which you kept, it is felt, in view of the importance of making well-organized and useful notes in handling any matter assigned to you, that you should make every effort to improve in this respect.

It is further noted that your scores in the night firing of the machine gun and in the firing of the .351 rifle were below the Bureau's minimum requirement. It is requested that you take immediate steps to improve your status in these important phases of firearms work.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover,
Director.

PERSONAL AND CONFIDENTIAL

cc - Mr. Tamm

CT:ec

2000-69

August 4, 1936

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hood:

Receipt is acknowledged of your kind letter of August 1, 1936, in which you submit a suggestion which you believe will lead to an improvement in the operation of the Bureau.

I desire to express to you my appreciation for the courtesy and interest displayed by you in this regard, and to assure you that the contents of your communication will receive careful attention and consideration.

Sincerely yours,

cc - Mr. Tamm

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

August 1, 1936.

Mr. John Edgar Hoover,
Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

Submitted herewith for any consideration
you may deem appropriate is a suggestion relative to
the submission of fingerprints to the Bureau by the
field offices.

Very truly yours,

R. B. Hood.

Enclosure

61-35238-69

ack 7/4/36
✓

It is believed that each Bureau field office in submitting the fingerprints of subjects and suspects should assign to such prints a number in the same manner as most contributors of fingerprints. This would facilitate a search for such prints in the Bureau's fingerprint files at a later date and in addition, each field office, by maintaining a separate card index of the prints forwarded to the Bureau would have a ready reference list of all persons who had been fingerprinted by that office.

In order to make certain that all prints submitted are numbered in sequence, it is suggested that they be handled by a designated clerical employee in each office. It would be the duty of this employee to assign the appropriate number and prepare an appropriate index card for each print submitted.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

EAT:TMF

August 11, 1936

MEMORANDUM FOR THE DIRECTOR

Although Supervisor R. B. Hood has made a conscientious effort to function in an outstanding manner and has rendered services which are satisfactory on the basis of the work of the average supervisor, there appears to be something lacking in his make-up at the present time, which precludes the possibility of his being considered as Agent in Charge timber. This characteristic is a lack of vigorous and aggressive attitude and I have spoken to Mr. Hood about it on several occasions without any apparent success. I believe that this agent needs additional field service, particularly in an office where he will be exposed to some good hard knocks and accordingly recommend that he be returned to field duty. To replace Mr. Hood it is suggested that Special Agent J. E. Lawler of the Los Angeles Office be designated as a supervisor.

Respectfully,

E. A. Tamm

I concur.

I suggest Hood
be transferred to
Charlotte office

8/12

C.K.

Letters prepared
8-13-36

SEARCHED	INDEXED
SERIALIZED	FILED

67-35038-70	
AUG 15 1936	
TOLSON	CH. CLK.

Mr. Nathan	
Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Dwyer	
Mr. Edwards	
Mr. Egan	
Mr. Foxworth	
Mr. Glavin	
Mr. Harbo	
Mr. Joseph	
Mr. Lester	
Mr. Nichols	
Mr. Quinn	
Mr. Schilder	
Mr. Tamm	
Mr. Tracy	
Miss Gandy	

JCH:SCB

August 8, 1936.

MEMORANDUM FOR MR. TOLSON

On July 23, 1936, I interviewed the following Special Agents who were attending the retraining school ending July 26:

W. C. Dickinson - This employee seemed to be of a faithful, willing type of Special Agent.

La. La. Fallon - This employee has improved materially in bearing, as well as in general interest. He is particularly anxious to have an opportunity to be tried out on supervisory or executive responsibilities and I believe it would be desirable to give him a try-out in this field of work.

In connection with Mr. Fallon, I recall that when I was last in Wilmington, several weeks ago, the Manager of the Dupont Hotel referred to the fact that he had heard Mr. Fallon speak several days before at a luncheon and commended most highly his ability not only as a speaker, but the manner in which he presented the work of the Bureau.

E. J. Gordan - This Agent seemed to be intensely interested in his work and is ambitious for advancement in the service.

"R. B. Hood" - This employee is somewhat young and immature in bearing, but seems to be a sincere and interested employee, whose general ability I would rate as good.

A. V. Karsner - This an employee whom I would class as being only fair in general ability.

W. V. Melanchuk - This employee I would class as good and about the average in the line of Special Agents.

E. L. Mason - I would class this Agent as fair. He appears to be a studious type.

67-8918-123

Mr. Tolson

- 2 -

8-1-36

H. G. Mayner - This employee is one of the older men of the service. He is one who is intensely loyal and who has displayed a new degree of enthusiasm which he lacked some years ago.

H. E. Ransaw - This employee's first impression is not very favorable as to personality, but improves in talking with him. I would class him as being a very good Special Agent and interested in his work.

P. T. Merrill - This man is an accountant. He seemed to be intensely interested in the work and is rather proud of his connection with the Bureau.

H. A. Thompson - This employee is lacking in personality and would be rated as not more than average in ability.

H. F. Hurich - An enthusiastic Agent whose status would be classed as good.

G. T. Smith - I would rate him as good, and enthusiastic in his work.

C. E. Dwyer - This employee is of a rather serious type and conveys the impression of being most loyal to the service.

Very truly yours,

John Edgar Hoover,
Director.

July 15, 1936

MEMORANDUM FOR THE DIRECTOR

In accordance with your suggestion, I am submitting the following observations with reference to the lecturers before the Special Agents in Charge School:

Mr. Hood:

Fair. He had plenty of good points to make. He seemed a little frightened. He is not an outstanding lecturer by any means.

H+C

67-05-92

WRG:JRC

67-

September 1, 1936

Special Agent in Charge,
Charlotte, North Carolina.

~~PERSONAL AND CONFIDENTIAL~~

Dear Sir:

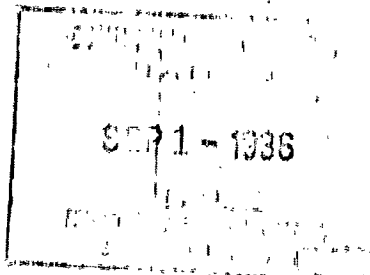
There are enclosed the field personnel
file, leave record card and firearms record card of
Mr. R. B. Hood who is now attached to your office.

Very truly yours,

John Edgar Hoover,
Director.

REGISTERED

Enclosure #1113753



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

August 13, 1936.

MEMORANDUM FOR THE DIRECTOR

Re: Examination Given at Supervisors'
Conference

The following grades were reported on the notes taken by Bureau employees attending the supervisors' conference for August on the subjects indicated:

Name	Firearms Safety Instruction	1034 and 1035 Vouchers	Preparing and Delivering a Lecture
M. Acers	Excellent	Good	Good
C.A. Appel	Unsatis.	Fair	Unsatis.
W.G. Blackburn	Good	Good	Fair
R. Chambers	Good	Good	Unsatis.
E.J. Chayfitz	Good	Good	Good
R.B. Clark	Fair	Good	Good
E.P. Coffey	Very Good	Good	Good
J.K. Collins	Very Good	Good	Fair
I.W. Conrad	Fair-	Fair	Unsatis.
A.H. Crowl	Good	Good	Unsatis.
T.W. Dawsey	Good	Good	Unsatis.
G.W. Dingle	Excellent-	Good	Fair
E.R. Donaldson	No grade	Fair	Fair
T.J. Donegan	Excellent	Excellent	Good
J.J. Edwards	Fair	Good	No Grade
J.C. Ellsworth	Good	Good	Good
E.F. Enrich	Very Good	Very Good	Fair
H.B. Fletcher	Good	Very Good	Fair
P.E. Foxworth	Unsatis.	Unsatis.	Unsatis.
W. R. Glavin	Lecturer	Lecturer	Good
M.E. Goudge	Unsatis.	Fair	Unsatis.
R.T. Harbo	Good	Very Good	Fair
R.C. Hendon	Good	Good	Unsatis.
R.H. Hicks	Good	Good	No Grade
R.B. Hood	Good	Good	Unsatis.
R.E. Joseph	Unsatis.	Fair	Fair
W.H.D. Lester	Very Good	Good	Unsatis.
N.B. Lindquist	Excellent	No Grade	No Grade

67-0-4725 K

Memo. for the Director

-2-

August 13, 1936.

Name	Firearms Safety Instruction	1034 and 1035 Vouchers	Preparing and Delivering a Speech
R.A. Lovett	Poor-	Fair	No Grade
F.M. Miller	Fair	Good	No Grade
McCarthy	Fair	Fair	Unsatis.
W.L. McClintock	No Grade	Good	Unsatis.
K.R. McIntire	Good	Good	Unsatis.
H. Nathan	Very Good	Very Good	No Grade
D.J. Parsons	Fair	Fair	Fair
L.R. Pennington	Excellent	Very Good	No Grade
R.F. Pfafman	Poor	Fair	Unsatis.
S. Pickering	No Grade	Fair	Unsatis.
N.J.L. Pieper	Fair	Good	No Grade
P.M. Plunkett	Good	Very Good	Unsatis.
T.D. Quinn	Good	Good	Fair
R.C. Renneberger	Fair	Good	Unsatis.
L.C. Schilder	Good	Good	No Grade
J.A. Smith, Jr.	Excellent	Very Good	Good
M.C. Spear	Unsatis.	Fair	Unsatis.
E.A. Tamm	Good	Fair	No Grade
Q. Tamm	Good	Good	Unsatis.
S.J. Tracy	Good	Good	Unsatis.
J.W. Warnes	Excellent	Good	Unsatis.
C.E. Weeks	Fair	Fair	Unsatis.
F.J. Whelan	Excellent	Good	Unsatis.
Percy Wyly	Fair	Good	Fair

Respectfully,

H. H. Clegg.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation

U. S. Department of Justice
Washington, D. C.

August 27, 1936

Mr. Nathan	✓
Mr. Tolson	✓
Mr. Baughman	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Dawsey	✓
Mr. Egan	✓
Mr. Foxworth	✓
Mr. Glavin	✓
Mr. Harbo	✓
Mr. Joseph	✓
Mr. Lester	✓
Mr. Nichols	✓
Mr. Quinn	✓
Mr. Schilder	✓
Mr. Tamm	✓
Mr. Tracy	✓
Miss Gandy	✓

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

I desire to change the beneficiary previously named by me to receive the fund presently in the custody of the Chief Clerk of this Bureau, which fund is made up of voluntary contributions of \$10.00 from Special Agents in this service.

According to the records now maintained my father, W. C. Hood of Uniontown, Pennsylvania, is the beneficiary, and I desire to name my wife, Hilda F. Hood, beneficiary effective as of this date.

Respectfully,

R. B. Hood
R. B. Hood.

67-35038-72

*Records changed
9-11-36-F.F.*

HM

*File
W.R.*

JOHN EDGAR HOOVER
DIRECTOR

HHC:DD

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.
August 11, 1936.

MEMORANDUM FOR THE DIRECTOR

Re: Examination - Monthly Conference
of Supervisors

As a result of the examination given during the monthly conference of Bureau officials and supervisors on August 3, 1936, the following are the grades made by those present on the written examination, which consisted of three questions on wire tapping and two questions on vouchers. These vouchers were discussed during the course of the evening and an opportunity had been available for all those required to take the examination to receive the instructions in telephone tapping prior to the examination:

Papers graded by Crowl for vouchers - Pfafman on wire tapping.

R.F. Pfafman	90	R.C. Hendon	69
I.W. Conrad	89	R.E. Joseph	69
P.E. Foxworth	88	F.J. Whelan	68
E.P. Coffey	86	W.R. Glavin	68
T.W. Dawsey	86	T.D. Quinn	67
Robert Clark	86	M. Acers	67
W.G. Blackburn	82	C.J. Chayfitz	65
J.A. Smith, Jr.	81	M.B. Lindquist	64
G.W. Dingle	80	M.C. Spear	63
E.F. Enrich	79	R.A. Lovett	63
Robert Chambers	78	L.C. Schilder	63
D.J. Parsons	78	S.J. Tracy	63
R.B. Hood	77	C.E. Weeks	63
J.K. Collins	76	P.M. Plunkett	60
R.T. Harbo	76	S. Pickering	60
T.F. Donegan	76	R.H. Hicks	57
C.A. Appel	74	W.L. McClintock	56
A.H. Crowl	74	R.C. Renneberger	54
H.B. Fletcher	73	J.R. Donaldson	54
J.W. Warnes	71	L.R. Pennington	53
J.C. Ellsworth	71	E.A. Tamm	52
K.R. McIntire	71	F.M. Miller	51
N.J.L. Pieper	70	W.H.D. Lester	49
J.J. McCarthy	70	P. Wyly	48
Quinn Tamm	70	M.E. Goudge	37
		J.J. Edwards	24

Respectfully,

H. H. Clegg.

67-024-1

m

SUPERVISOR¹¹ R. B. HOOD¹¹

Cases handled by Mr. Hood:

Theft, Embezzlement or Illegal Possession of
Government Property
Crimes on the High Seas
Alaskan Matters
Crimes on Indian and other Government Reservations.

Field Experience:

Mr. Hood states he has handled quite a few cases involving the theft of Government property. He has not conducted any actual investigations in the field involving crimes on the high seas, Alaskan matters or crimes on Government reservation.

Comments:

To my knowledge he has not been hampered in his supervision of these cases through the lack of field experience.

m

67-80005-124

U. S. Bureau of Investigation

Department of Justice

Post Office Box 1887
Charlotte, North Carolina

October 8, 1936

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

~~Personal and Confidential.~~

RE: SPECIAL AGENT R. B. HOOD, Thirty
Day Efficiency Letter.

Special Agent R. B. Hood reported for duty in the Charlotte Office on the afternoon of September 6, 1936, and since that date the majority of his work has been in the vicinity of the headquarters city. At the present time he is engaged in work in the vicinity of Asheville, North Carolina.

Agent Hood has been particularly impressive in the manner in which he has entered upon his duties here. He has gone about his work quietly but most aggressively, and his investigations have been conducted quite thoroughly and reported with more than average accuracy. He has a very real willingness to shoulder responsibility and to work long hours. His experience as a Supervisor in the Bureau stands him in good stead, and I have no doubt that he is well informed on Bureau policy and practice. In addition he has given me the impression of being level-headed and tactful, and the type who will react in the proper manner in most any situation. I have no doubts about his loyalty and dependability, and all in all consider him thus far a better than average Agent and a most valuable employee.

To date I have not had the opportunity of observing Agent Hood handle firearms, but his average score with the pistol for the past seven months is 87.5%. He also uses the typewriter with average ability. His dictation has been better than the average.

OCT 12 1936

GNL/mld

Very truly yours,

G. N. LOWDON,
SPECIAL AGENT IN CHARGE

67-35038-73

cut

WLB

WRG:FF

67-3517-72
September 11, 1936.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Post Office Box 1887,
Charlotte, North Carolina.

Dear Sir:

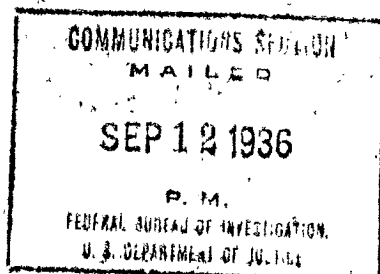
In accordance with the request contained in your letter of August 27, 1936, please be advised that the records of the Bureau have been changed to indicate your wife, Hilda F. Hood, as your present beneficiary in the Agents' Insurance Fund. Her address is being carried as Apartment #4, 1620 East Boulevard, Charlotte, North Carolina.

Very truly yours,

John Edgar Hoover,
Director.

LET CHARLOTTE.

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Hendon
Mr. Jones
Mr. Lester
Mr. Quinn
Mr. Nease
Miss Gandy



TDQ:A

November 27, 1936

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Post Office Box 1887,
Charlotte, North Carolina.

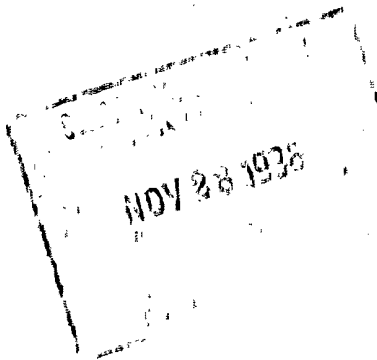
Dear Mr. Hood:

Special Agent in Charge Lowdon has informed me of the work performed by you and Special Agent Munley in connection with the case entitled Reese Bailey, with aliases, Fugitive, Et Al, National Motor Vehicle Theft Act; Bank Robbery, in which case you gave unstintingly of your time and effort.

It is most gratifying to receive reports of this character from the Special Agents in Charge and I wish to take this occasion to thank you not only officially but personally for the interest you have taken in the Bureau's work.

Sincerely yours,

cc: Charlotte



67-35033-74

Handwritten signature and initials.

Post Office Box 1887,
Charlotte, N. C.

November 20, 1936.

~~PERSONAL AND CONFIDENTIAL.~~

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

I want to bring to your attention the unusually intensive and effective work which has been performed in recent months by Special Agents R. L. Morgan, P. A. Manley, and R. B. Hood, in this field division.

For approximately the past four months, Special Agent R. L. Morgan has given strenuous and unceasing efforts in connection with the case entitled: Coley Gatz, with aliases - FUGITIVE, Et Al, Theft of Government Property; Harboring, and his handling of that case, which was a very difficult fugitive search, was quite impressive, Agent Morgan devoting a prodigious amount of time to his work and giving himself wholeheartedly to the investigation without thought of his personal convenience or comfort.

The same comments are equally true of the conduct for the past two months of Special Agents Hood and Manley in their investigation of the case entitled: Reese Bailey, with aliases - FUGITIVE, Et Al, National Motor Vehicle Theft Act, Bank Robbery.

I feel that the work of each of these men is deserving of considerable commendation for it was performed unselfishly and without any of these Agents feeling that they were doing anything more than was expected of them. If consistent with your views, I feel that letters commending them would be quite appropriate.

Very truly yours,

G. H. LONDON,
Special Agent in Charge.

GNL:MSK
87-

67-33729-78

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-16-2012

Washington Field Division, Rm. 4244,
Washington, D. C.

December 8, 1936.

~~PERSONAL AND CONFIDENTIAL~~

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

There are attached hereto the personnel file, annual
leave record card and field firearms record cards of Special Agent
Richard B. Hood, which were forwarded to this Division by the Char-
lotte Division.

In view of the fact that this Agent has been appointed
a Monitor in the Training School for new Special Agents, the above
are being forwarded thereto.

Very truly yours,

GUY HOTTEL,
Special Agent in Charge.

GH:MEL
ENCLOSURES.

DEC 11 1936

75

R

Mr. Nathan	✓
Mr. Tolson	
Mr. Baughman	
Mr. Clegg	
Mr. Coffey	
Mr. Dawsey	
Mr. Egan	
Mr. Foxworth	
Mr. Glavin	
Mr. Harbo	
Mr. Joseph	
Mr. Lester	
Mr. Nichols	
Mr. Quinn	
Mr. Schilder	✓
Mr. Tamm	
Mr. Tracy	
Miss Gandy	

Washington, D. C.
December 20, 1936.

Mr. J. Edgar Hoover, Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hoover,

It was indeed a pleasure to receive your recent letter in which you expressed your appreciation for my efforts in connection with the investigation of the Reese Bailey case. I want you to know that your letter will be an added incentive to me in my future work in the Bureau.

Sincerely yours,

R. B. Hood
R. B. Hood,
Special Agent.

DEC 29 1936

Received
by
Mr. Tolson
Mr. Egan
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Jones
Mr. Quinn
Mr. Nease
Miss Gandy

67-35038-76
FEDERAL BUREAU OF INVESTIGATION
DEC 23 936 P. M.
U. S. DEPARTMENT OF JUSTICE

TOLOSON

TAMM
HARRIS
FOUR
ONE

Form PR No. 1 revised

Bureau No. _____

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: **Mr. Richard B. Hood**

Date: **December 24, 1936.**

Present Status

1. Title: **Special Agent**

2. Grade: **Caf 10**

3. Salary: **\$3600 per annum**

4. Seat of Government: ()
Field: (**F**)

5. Division:

6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"

Proposed Change

7. Title: **Special Agent**

8. Grade: **Caf 10**

9. Salary: **\$3700 per annum**

10. Seat of Government: ()
Field: (**F**)

11. Division:

12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"

13. Effective: **January 1, 1937**

14. Position: Additional: ()
Vice:

Identical:

15. Remarks:

67-35038-77

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:	Efficiency ()	Date	Initial
		_____	_____

Average provision ()	_____
-----------------------	-------

_____ approved: _____
The Administrative Assistant
to the Attorney General.

Funds certification:

_____ approved: _____
The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.
December 12, 1936.

CT:ACS

RICHARD B. HOOD - STENOGRAPHER -
CHARLOTTE DIVISION.

Efficiency rating	EXCELLENT
Previous efficiency rating	88.2%
Entered on duty	9-24-34
Grade and salary	Caf 10, \$3600
Last salary change	7-1-36
Previous test ratings:	
Rules & Regulations	97.38% Training School
Instructions	95% " "
Re-training School	97½% July, 1936.
Accounting course	Enrolled
Marksmanship	Expert

REMARKS

Mr. Lowdon states Hood is well informed; is quite intelligent and well educated; he has well developed powers of analyzation and comprehension; exercises a high degree of sense and tact; has shown considerable initiative, aggressiveness, and a real willingness to shoulder responsibility; he has the ability to turn out a large volume of work in a minimum time; is vigorous, energetic and tireless and his investigations and reports have been thorough and accurate. He is apparently well suited for all types of field work; he has a good personality; a splendid attitude; possesses considerable potential executive ability; he is a good witness; appears well qualified for dangerous assignments.

This agent was complimented especially by Mr. Lowdon on November 20, 1936, on his work in a fugitive case.

Agent Hood was assigned to Washington headquarters as a Supervisor in 1936 and on August 11, 1936, Mr. Tamm reported that he had made a conscientious effort to function in an outstanding manner and had rendered satisfactory services but there appeared to be something lacking in his makeup which precluded the possibility of his being considered as SAC timber. He stated this characteristic was a lack of a vigorous and aggressive attitude. Mr. Tamm felt the agent needed additional field experience.

The Director on August 8, 1936, after talking with this employee stated that he was somewhat young and immature in bearing but seemed to be a sincere and interested employee whose general ability he thought was good.

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Dawsey
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Joseph
Mr. Lester
Mr. Nichols
Mr. Quinn
Mr. Schilder
Mr. Tamm
Mr. Tracy
Miss Gandy

11-1-36

67-35038-78

DEC 30 1936

On July 28, 1936, following a re-training course, Mr. Clegg reported as follows: "This employee gives the impression of being stolid and substantial and he seems to be qualified to carry a load like a draft horse, but not to have the finer points of a race horse. I do not believe that he possesses administrative ability, although I would consider him above the average as to capacity for developing into an excellent investigator. He does not appear to be a good mixer or a good contact man."

Mr. Hood is now assigned to the Training Division as a tutor.

RECOMMENDATION

I recommend a \$100 promotion.

←
Clyde Tolson.

OK.
JH

Prom. letter
sent 2/2/37
VRS

Prom. rec.
12-24-36
wy

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

EFFICIENCY RATING SHEET

Office submitting Charlotte, N. C.

Date submitted 11/2/36

Name of employee R. B. Hood, Special Agent CAF-2, 3507
(Title) (Grade) (Salary)

Entered on duty 9-24-34; Entered on duty this office September 6, 1936
(Date) (Date)

Consider carefully these definitions, keep them in mind when rating, and compare the employee with all others in the same position for the entire service:

UNSATISFACTORY.....Duty NOT performed AS WELL AS SHOULD BE EXPECTED;
not satisfactory; DECIDEDLY below standard.
FAIR.....Work ORDINARILY satisfactory; NOT OUTSTANDING.
GOOD.....Duty performed in an EFFICIENT MANNER; qualifica-
tions UP TO STANDARD and SATISFACTORY.
EXCELLENT.....Duty performed in HIGHLY EFFICIENT MANNER; qualified
to a PREEMINENT DEGREE.

The following characteristics should be taken into consideration in the determination of the category in which the employee is placed:

KNOWLEDGE: Extent of information concerning all duties of his position; ability to analyze cases; practical application of intelligence and educational training; readiness of comprehension.

JUDGMENT: Common sense; ability to think clearly and arrive at logical conclusion; tact.

INITIATIVE: Trait of beginning needed work or taking appropriate action on own responsibility in absence of orders.

FORCE: Aggressiveness; faculty of performing work with vigor and resolution.

INDUSTRY: Physical activity; application to work; health; energy.

ACCURACY: Attention to details; thoroughness; precision.

PERSONAL APPEARANCE: Impression made on others; personality; neatness.

PAPER WORK: Reporting; marshaling facts; dictating.

ATTITUDE TOWARD WORK: Attention to duty; loyalty to the service; amenability to discipline; dependability.

EXECUTIVE CAPACITY: Executive ability; leadership; capacity to direct, control, and influence others in proper performance of duties.

Rating Excellent

REMARKS:

(Under this heading shall be set forth a digest of criticisms and conditions of significance which will reflect deficiencies, meritorious features, and special qualifications or disqualifications.)

Special Agent Hood is well informed on the duties of his position; is quite intelligent and well educated, versatile, has well developed powers of analyzation and comprehension, and exercises a high degree of common sense and tact. He has shown considerable initiative, aggressiveness and a real willingness to shoulder responsibility, and the ability to turn out a large volume of work in minimum time. He is vigorous, energetic, and a tireless worker, and his investigations and reports have been thorough and accurate. He is apparently suited for all types of field work. Agent Hood has a good personality which impresses one more after repeated contacts. His attitude is splendid, and he is the type who searches out needed work. I believe that Hood has considerable potential executive ability, and should be considered for advancement.

Testimony: Reported to be a good witness.

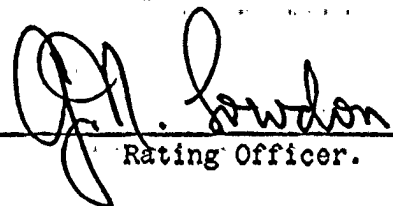
Bankruptcy: Has handled limited work quite satisfactorily.

Dangerous Assignments: Appears to be well qualified. Pistol average for last 6 months, 77.03%.

Stenographic Ability: None.

Typing Ability: Very good.

If deficiencies or disqualifications have been noted under "Remarks," have you brought them to the attention of the employee prior to the rendition of this rating? Yes.


Rating Officer.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.

January 6, 1937.

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

In compliance with Section 35 of the Manual of Rules and Regulations, there is submitted herewith my personnel status report as of this date:

- (a) Marital Status: Married
- (b) Names of societies with which connected: First Presbyterian Church, Uniontown, Pennsylvania; Psi Upsilon Fraternity.
- (c) Legal residence: 61 Nassau Street, Uniontown, Pennsylvania
- (d) Education: A.B., Dartmouth College, 1930; LL.B., University of Pittsburgh, 1934.
- (e) Person to be notified in case of emergency: Hilda F. Hood, 200 Massachusetts Avenue, N.W., Apartment 307, Washington, D. C.
- (f) Relatives in Government Service: None at present time.
- (g) Office of Preference: Pittsburgh, Pennsylvania.

Very truly yours,

R. B. Hood
R. B. Hood,
Special Agent.

W
mp

R.

WRG
P
P

67-35038-78X

WRG:RML

67-35038

February 2, 1937.

Mr. Richard D. Hood,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Mr. Hood:

It is with pleasure that I am enclosing a
letter from the Attorney General advising you of your
promotion from \$3600 per annum to \$3700 per annum, in
Grade Caf 10, effective January 1, 1937.

Sincerely yours,

John Edgar Hoover,
Director.

Encl. #1036790.

CC: Mr. Clegg.

FEB - 3 1937

67-35038-79

62

WOP:10c

December 24, 1936.

Mr. Richard B. Hood,
c/o Federal Bureau of Investigation,
Department of Justice,

Sir:

Your salary as a Special Agent in the Federal Bureau of Investigation, Department of Justice, is hereby increased from \$3600 per annum to \$3700 per annum in Grade CAF 10, effective January 1, 1937, and payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation," FIELD.

Respectfully,

(s) Homer S. Cummings

Attorney General.

By the Attorney General:

(Signed) Joseph B. Keenan
Assistant to the Attorney General

REC:WDR

January 16, 1937.

MEMORANDUM FOR MR. CLEGG

There are listed below the grades which employees under your supervision made on the written examination given at the conference of Bureau officials and supervisors on December 21, 1936, as well as the grades made on the notebooks which were collected.

It is noted that three of these employees failed to make a passing grade on the examination and it is requested that you personally bring this to their attention and inform them that they should endeavor to improve their knowledge of the various phases of the Bureau's work.

Examination Notebook

J. A. Smith, Jr.	96	Good, minus
John C. Morris	87 1/2	Good, plus
<u>R. B. Reed</u>	86 1/2	Excellent, minus
H. E. Gurnea	82 1/2	Good, plus
A. Hale Watkins	61 1/2	Good, minus
H. E. Scott	54	Fair

Very truly yours,

John Edgar Hoover,
Director.

67-80606-91

Washington, D. C.
February 15, 1937

Mr. J. Edgar Hoover
Federal Bureau of Investigation
Washington, D.C.

Dear Mr. Hoover:

Your kind letter of February 2, 1937 advising me
of my increase in salary effective January 1, 1937 is
indeed appreciated. Allow me to express my gratitude
for this expression of your confidence in me.

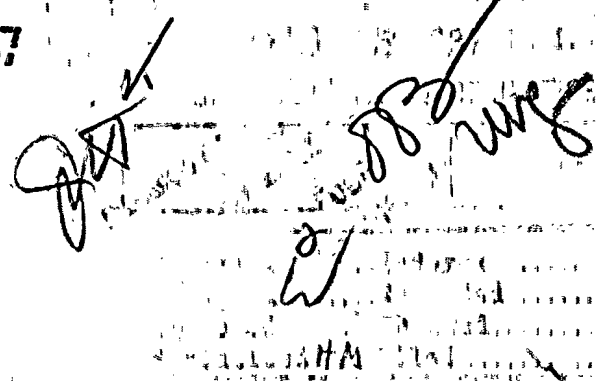
Assuring you of my continued loyalty to you and
to the Bureau,

Sincerely yours,


R.B. Hood

FEB 16 1937

69-35038-80


JTH
WJH

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-16-2012

ERG:TW
67-35038

March 13, 1937.

Special Agent in Charge,
Pittsburgh, Pennsylvania.

~~PERSONAL AND CONFIDENTIAL~~

Dear Sir:

There are enclosed the field personnel
file, leave record card and firearms record card
of Special Agent R. B. Hood who is attached to the
Pittsburgh Field Division.

Very truly yours,

John Edgar Hoover,
Director.

Enclosure #1036739.

67-35038-81

REGISTERED

DISTRICT OF COLUMBIA CHAPTER
THE AMERICAN RED CROSS
WASHINGTON, D.C.

March 1, 1937

Mr. H. H. Clegg,
Director of the Federal Bureau of Investigation
and Federal Police Academy Schools,
U. S. Department of Justice,
Washington, D. C.

My dear Mr. Clegg:

I am sending herewith the completed Standard
First Aid test sheet together with the 14 certificates for
the gentlemen of your school who completed the instruction
under Mr. H. H. Clegg on January 15th. Will you kindly
distribute them to the men.

Thanking you for your interest in this work,

I am

Very sincerely,

Gordon O. Stone,
Director of the Instruction,
First Aid and Life Saving

Grade on exam

Hood, R. B.

87

67-022-74

Washington, D.C.
August 12, 1936

MEMORANDUM FOR MR. CLEGG

On Sunday, August 9, 1936 the writer accompanied the Supervisors who are mentioned in this memorandum in a Bureau Hudson for the purpose of giving them an examination of their driving ability.

Mr. Chambers reported to the writer at Training School #2 at 10:00 A.M. and was given an opportunity to drive a Bureau Hudson for approximately 45 minutes in moderately heavy traffic within the District of Columbia. The writer observed that Mr. Chambers drove the car with average ability observing all traffic regulations. Mr. Chambers however did not appear to be completely familiar with the Hudson automobile and did not shift gears, apply brakes or drive with entire ease. Mr. Chambers did not display any difficulty in parking the Hudson. Mr. Chambers informed the writer that he has had very little experience in driving a Hudson in recent months. He also stated that he presently owns and drives his personally owned automobile, a 1930 Ford V-8 and that he is more accustomed to driving a smaller car. It is the writer's opinion however that Mr. Chambers operates an automobile with a reasonable degree of efficiency and that it will not be necessary for him to have further instruction in driving.

Mr. Foxworth and Mr. Wyly reported to the writer at Training School #2 at 11:00 A.M. and for approximately one hour were given an opportunity to drive a Bureau Hudson within the District of Columbia.

The writer observed that Mr. Foxworth operated the Hudson in a very efficient manner and that he drove carefully, observing all traffic regulations. Mr. Foxworth had no difficulty in driving in heavy traffic and was able to park the Hudson in an entirely satisfactory manner. Mr. Foxworth informed the writer that he has driven various kinds of automobiles during the past fifteen years.

The writer observed that Mr. Wyly operated the Hudson in an efficient manner and likewise experienced no difficulty in

67-32312 126

driving in heavy traffic, making turns, and parking the automobile. He observed all traffic regulations and drove cautiously.

Mr. Hood and Mr. Lindquist reported to the writer at Training School #1 at 1:00 P.M. and until 2:00 P.M. were given an opportunity to drive a Bureau Hudson within the District of Columbia. Mr. Lindquist drove the car with ease and experienced no difficulty whatsoever in handling the car in heavy traffic. He observed all traffic regulations and parked the automobile without any trouble.

Mr. Hood operated the Hudson in a reasonably efficient manner and experienced little difficulty in driving in heavy traffic. He observed all regulations and had no trouble in parking the automobile.

It is agent's opinion that the Supervisors mentioned in this memorandum be given driving ability ratings as follows:

Mr. Chambers	Good
Mr. Hood	Good
Mr. Foxworth	Excellent
Mr. Wyly	Excellent
Mr. Lindquist	Excellent

Respectfully submitted,

W. M. Sirene

W.M. Sirene.
Special Agent.

COPY:PH

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

HRG:WHH

February 12, 1937.

MEMORANDUM FOR THE DIRECTOR

(EXCERPT)

Re: Trainees in Training School
for New Special Agents
November 30, 1936 - March 6, 1937.

The comments which follow will relate individually to each of the members of this particular class and may serve as a guide to the Director in the assignment of the Special Agents to their first offices of assignment. They are scheduled to complete their course of training on March 6, 1937. In the remarks concerning each of the employees their weaknesses are emphasized as it is felt that this information would be more valuable in determining the offices to which they should be assigned. *****

RICHARD B. HOOD, Special Agent

*Pittsburgh
+
Uniontown*

Education:	A. B., Dartmouth College; LL. B., University of Pittsburgh
Experience:	Law Clerk; clerical
Age:	29
Marital Status:	Married
Legal Residence:	Uniontown, Pennsylvania
Office Preference:	Pittsburgh

This employee has done a rather good job as a monitor in the class and is not outstanding in qualities of leadership, but in doggedness, determination, and effort he is considerably above average. He is sound and substantial, but, nevertheless, a colorless type of employee.

It is believed he still has possibilities of some development and I would recommend that he be placed at some office as a Number One Man.

Respectfully,

(S) H. H. Clegg.

67 022-73

HHC:WHH

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
March 16, 1937.

MEMORANDUM FOR THE DIRECTOR

TRAINING SCHOOL FOR NEW SPECIAL AGENTS - EFFICIENCY REPORT

Re: R. B. Hood,
Special Agent

Date Submitted March 16, 1937.

Date of Training School Nov. 30, 1936 - March 6, 1937.

Age 28

Legal Residence Uniontown, Pennsylvania

Marital Status Married

Offices of Preference Pittsburgh, Pennsylvania

Assigned to Pittsburgh

Education: A. B., Dartmouth University; LL. B. University of Pittsburgh.

Previous Valuable Experience: Store clerk; Law clerk.

Training School Grades

Examination, Rules & Regulations	<u>94 3/4</u>	Auditory Test	<u>Excellent</u>
Examination, Manual of Instructions	<u>100</u>	Visual Memory Test	<u>Excellent</u>
NMVT Special Interview Test	<u>--</u>	Resourcefulness Test	<u>--</u>
Location of Houses and Raid Plan	<u>--</u>	Fingerprint Identification	<u>--</u>
Kidnap Victim Interview Test	<u>--</u>	Bankrupt Report Test	<u>--</u>
Crime Scene Test and Report	<u>--</u>	Description Tests	<u>Excellent</u>
Investigation Work in Wash. Field Div.	<u>--</u>	Identification by photos	<u>Excellent</u>
Dictation Ability	<u>--</u>	Auto Driving	<u>Excellent</u>
Searches at Crime Scene	<u>--</u>	Scientific Training	<u>Good</u>
		First Aid Examination	<u>87</u>

Firearms Training

Practical Pistol Course:	72.4
Pistol Average:	88.3
Shotgun:	80
Thompson Submachine Gun:	90
30.06 Rifle:	82
Colt Monitor:	77
.351 Rifle:	11
Average of firearms scores:	69

Physical Training

Physical Condition:	Good
Coordination of Mind and Muscle:	Good
Alertness:	Good
Team Spirit:	Good, plus

67-350-1-82

4/11

Memo for the Director

- 2 -

March 16, 1937.

This employee was a monitor during the course of the training school for new Agents which he attended. His application was unusual; he worked hard and patiently with the trainees, aided them in their reviews; he assisted them in many ways in adjusting themselves to the problems of the new work upon which they were entering. He did a good job of this.

Special Agent Hood has a rather cold, "germanic," type of personality that makes it questionable as to whether he would be the best possible salesman of the Bureau, yet, he seems interested, sincere; is rather level-headed. He tries hard and patiently, and all in all I believe is above average as a Special Agent, but I doubt that he possesses any unusual qualifications of administrative ability. He would make a safe Number One Man, but probably would fear to take chances. He seems to be a good investigator, but is below average as a salesman.

Respectfully,

H. H. Clegg.

RHC:WHH

March 20, 1937.

~~PERSONAL AND CONFIDENTIAL~~

Mr. D. DiLillo,
Federal Bureau of Investigation,
U. S. Department of Justice,
P. O. Box 1525,
Pittsburgh, Pennsylvania.

Dear Sir:

There is attached hereto a record of the attendance of Special Agent R. B. Hood at the Training School for New Special Agents of the Bureau.

The enclosure is for your confidential information. It should be placed in the Special Agent's personnel file. The information contained in this report may be used by you as a guide in the future training of this employee.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

67-3500-83

Enclosure

[Handwritten signature]

MAR 20 1937

[Handwritten signature]
11/1

Federal Bureau of Investigation
United States Department of Justice
P. O. Box #1525
Pittsburgh, Pa.

April 9, 1937

PERSONAL & ~~CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

RICHARD B. HOOD
Special Agent

Dear Sir:

Special Agent Richard B. Hood arrived at this office on general assignment on March 8, 1937.

On March 21, 1937 he left Pittsburgh for Washington, D. C. with instructions to report to Inspector H. H. Clegg for four weeks' assignment.

Due to the short interim Special Agent Hood remained in the Pittsburgh Field Division no thirty-day efficiency report is being submitted at this time. Agent Hood is due to return to Pittsburgh on April 19, 1937, and the thirty-day efficiency report will, therefore, be submitted on May 3, 1937.

Very truly yours,

D. DiLillo

D. DiLILLO
Special Agent in Charge

DDL:IW
67-702

APR 14 1937

67-35038-84
[Handwritten initials and stamps]

NHC:BG

April 6, 1937.

MEMORANDUM FOR MR. CLEGG

There are listed below the grades which employees under your supervision made on the written examination given at the conference of Bureau officials and supervisors on February 25, 1937:

P. A. Shanley	100
E. B. Hood	100
<u>E. E. Bundy</u>	75
M. E. Goudge	75

It is noted that two of these employees failed to make a passing grade on the examination and it is requested that you personally bring this to their attention and inform them that they should endeavor to improve their knowledge of the various phases of the Bureau's work.

Very truly yours,

John Edgar Hoover,
Director.

April 5, 1937.

MEMORANDUM FOR THE DIRECTOR.

The Executive Conference this morning approved unanimously:

1. The opening of an office at Columbia, South Carolina, to cover the State of South Carolina.
2. The moving of the office to cover the State of North Carolina from Charlotte to Greensboro, North Carolina.

The following recommendations were made as to Acting Special Agents in Charge of offices presently vacant and other changes that were considered advisable:

1. Hartford, Connecticut, Office -
Acting Special Agent in Charge J. L. Dalton.
 2. Columbia, South Carolina, Office -
Acting Special Agent in Charge R. C. Hendon.
 3. Puerto Rico -
E. K. Thompson, Resident Agent.
 4. Juneau, Alaska -
J. S. Bugas - Resident Agent.
 5. Huntington, West Virginia -
J. D. Reynolds, Acting Special Agent in Charge.
 6. Richmond, Virginia -
A. G. Berens, Acting Special Agent in Charge.
 7. Knoxville, Tennessee -
R. B. Hood, Acting Special Agent in Charge.
 8. Springfield, Illinois -
B. F. Fitzsimons, Acting Special Agent in Charge.
 9. Pittsburgh, Pennsylvania -
R. J. Untreiner, Acting Special Agent in Charge.
- 67-0-4767

April 5, 1937.

10. Memphis, Tennessee -
T. N. Stapleton, Special Agent in Charge.
11. Milwaukee, Wisconsin -
W. L. Listerman, Special Agent in Charge.
12. Greensboro, North Carolina -
J. W. Vincent, Special Agent in Charge.
13. San Francisco, California -
K. J. McIntire - Acting Special Agent in Charge.
(Mr. Tamm, however, recommended that SAC E. E. Conroy
be designated as Special Agent in Charge at San Francisco,
with McIntire as Acting Special Agent in Charge at Atlanta,
Georgia.)

It was also recommended that Special Agent A. Cornelius be placed in charge of a special White Slave Traffic Act investigation squad to conduct investigations which were to start within the next few weeks at Chicago, Illinois.

That Special Agent J. A. Murphy be transferred to New York City to replace Special Agent J. L. Dalton in a supervisory capacity.

That Special Agent A. P. Kitchen be designated as Number One Man at Cincinnati, Ohio.

That Special Agent W. B. Foard be designated as Number One Man at Miami, Florida.

That Special Agent J. S. Johnson be removed as Number One Man and that he be used solely as a Special Agent in the future, Special Agent Kitchen having been designated as Number One Man in the Cincinnati Office.

Those present at this conference were Messrs. Tolson, Nathan, Quinn, Tamm, Foxworth, and Clegg.

Respectfully,
FOR THE CONFERENCE,

Clyde Tolson,
Chairman.

T. D. Quinn,
Secretary.

cc Mr. Quinn

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

HHC:BG

April 5, 1937.

MEMORANDUM FOR THE DIRECTOR

Re: Special Administrative School -
Speaking Ability

Each member of the special administrative school now in Washington was permitted to select a subject for a talk, not to exceed thirty minutes. He was, likewise, to designate the type of audience before which his speech was to be given. I was present throughout all of the speeches and set forth below the relative standing of the trainees in ability to appear before any audience and make a talk appropriate for a Special Agent or Bureau official:

<u>Trainees</u>	<u>Relative Rating by Mr. Clegg</u>	<u>Trainees</u>	<u>Relative Rating by Mr. Clegg</u>
Bugas, J. S.	1	Peterson, R. E.	20
Untreiner, R. J.	2	Malone, L. F.	21
Dawsey, T. W.	3	Cornelius, A.	22
Hendon, R. C.	4	Bundy, E. E.	23
Emrich, E. F.	5	Johnson, A. H. (A)	24
McFarlin, M. W.	6	Hood, R. T.	25
Murphy, J. A.	7	Foard, W. B.	26
Sirene, W. M.	8	Kitchin, A. P.	27
Thompson, E. K.	9	Morton, B.	28
Fitzsimons, B. F.	10	Whitten, C. A.	29
Dalton, J. L.	11	Franz, J. N. (A)	30
Zimmer, V. C.	12	Coulter, R. C.	31
Berens, A. G.	13	Damron, B. L.	32
Reynolds, J. D.	14	Giddens, W. A. (A)	33
Ross, R. T. (A)	15	Johnson, J. S.	34
Hood, R. B.	16	Knittle, R. A. (A)	35
Flood, J. L.	17	Norris, G. B.	36
Hostetter, D. S.	18	Lackey, F. J.	37
Mertz, J. C.	19	Smith, R. E.	Absent on subpoena

Respectfully,

H. H. Clegg.

67-026-13

COPY

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

REC:EP

April 4, 1937.

MEMORANDUM FOR THE DIRECTOR.

R B H

There is attached the rating given by various members of the Executives' Conference who have submitted such ratings in relative standing as to the ability of the members of the present Administrative Class to perform the duties of a Special Agent in Charge, based upon the opinions of the officials whose names are shown on the enclosed tabulation.

Respectfully,

H. H. Clegg.

6-13

RATINGRELATIVE STANDINGADMINISTRATIVE SCHOOL

Com- pos- ite								
Rank	Trainee	Schilder	Tamm	Quinn	Nathan	Foxworth	Clegg	Total
1	Dalton, J. L.	10	3*	7	7	3	2*	32
2	Hendon, R. C.	4	7	2	11	2	8*	34
3	Thompson, E. K.	8	1*	4	17	1	4*	35
4	Bugas, J. S.	17	4*	1	3	5	7*	37
5	Reynolds, J. D.	5	12	13	2	9	3*	44
6	Berens, A. G.	2	16	6	9	12	5*	50
7	Hood, R. B.	3	6	8	6	15	13	51
8	Cornelius, A.	12	2*	3	10	4	22	53
9	Fitzsimons, B. F.	1	15	11	4	21	6*	58
10	Murphy, J. A.	9	26	5	1	19	1*	61
11	Bundy, E. E.	16	21	9	8	11	11	76
12	Enrich, E. F.	34	11	10	5	10	18	88
12	Johnson, A. H.	21	10	18	12	17	10	88
14	Mertz, J. C.	22	9	28	20	7	14	90
15	Untreiner, R. J.	20	8	17	24	8	15	92
16	Norris, G. B.	15	24	19	14	6	25	103
17	Zimmer, V. C.	13	19	12	15	20	30	109
18	McFarlin, M. W.	31	14	29	16	25	9	124
19	Peterson, R. E.	6	23	20	23	24	32	128
20	Smith, Richard E.	25	5	14	38	31	16	129
21	Frenz, J. N. (A)	19	20	31	13	27	20	130
22	Kitchin, A. P.	28	18	27	18	30	12	133
23	Malone, L. F.	11	22	16	28	37	31	145
24	Foard, W. B.	26	13	29	26	32	21	147
25	Giddens, W. A.	33	17	22	29	16	33	150
26	Whitten, C. A.	23	28	26	25	34	19	155
27	Flood, J. L.	37	30	33	22	18	17	157
27	Sirene, W. M.	29	31	15	35	23	24	157
29	Coulter, R. C.	18	27	32	21	28	35	161
29	Morton, B.	35	25	23	30	22	26	161
31	Dawsey, T. W.	36	29	25	33	13	27	163
32	Hostetter, D. S.	7	36	24	31	36	34	168
33	Ross, R. T. (A)	32	35	21	34	26	23	171
34	Hood, R. T.	14	33	37	32	33	28	177
35	Lackey, F. J.	27	32	33	27	29	37	185
36	Knittle, R. A. (A)	30	34	35	37	14	38	188
37	Johnson, J. S.	24	37	36	36	35	29	197
38	Dameron, B. L.	38	38	38	19	38	36	207

* Rating Official indicated belief was qualified for SAC

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

HHC:BG

March 27, 1937.

MEMORANDUM FOR THE DIRECTOR.

Re: Administrative Class - Rough Draft Reports.

Each member of the class was furnished with two investigative reports, one of which contained 12 basic, fundamental and material errors, and the other, 9. They were to assume that they were No. 1 men in the office and were Acting Special Agents in Charge during the absence of the SAC. They were to correct the reports and the number of errors found for correction was a basis for the grading of these reports. The errors were later called to their attention and the class members graded their own papers, which were subsequently checked for verification.

There is listed below the number of errors found by each Agent (out of a possible 21). The percentage made by each Agent is also listed.

<u>Agent</u>	<u>No. Errors Found</u>	<u>Percentage</u>	<u>Relative Standing</u>	<u>Agent</u>	<u>No. Errors Found</u>	<u>Percentage</u>	<u>Relative Standing</u>
Berens, A.G.	Absent	-	-	Johnson, J.S.	12/21	57.14%	24
Bugas, J.S.	11/21	52.38%	28	Kitchin, A.P.	11/21	52.38%	30
Bundy, E.E.	14/21	66.66%	16	Knittle, R.A.(A)	21/21	100.00%	1
Cornelius, A.	13/21	61.90%	17	Lackey, F.J.	17/21	80.95%	8
Coulter, R.C.	12/21	57.14%	21	McFarlin, M.W.	12/21	57.14%	25
Dalton, J.L.	13/21	61.90%	18	Malone, L.F.	9 /21	42.85%	34
Damron, B.L.	17/21	80.95%	6	Mertz, J.C.	12/21	57.14%	26
Dawsey, T.W.	12/21	57.14%	22	Morton, B.	12/21	57.14%	27
Emrich, E.F.	16/21	76.19%	9	Murphy, J.A.	15/21	71.42%	11
Fitzsimons, B.F.	12/21	57.14%	23	Norris, G.B.	11/21	52.38%	31
Foard, W.B.	7 /21	33.33%	37	Peterson, R.E.	13/21	61.90%	20
Flood, J.L.	14/21	66.66%	14	Reynolds, J.D.	15/21	71.42%	12
Franz, J.M.(A)	17/21	80.95%	7	Ross, R.T.(A)	19/21	90.47%	3
Giddens, W.A.(A)	20/21	95.23%	2	Sirene, W.M.	14/21	66.66%	15
Hendon, R.C.	13/21	61.90%	19	Smith, R.E.	9 /21	42.85%	35
Hood, R.B.	16/21	76.19%	10	Thompson, E.K.	8 /21	38.09%	36
Hood, R.T.	10/21	47.62%	32	Untreiner, R.J.	15/21	71.42%	13
Hostetetter, D.S.	11/21	52.38%	29	Whitten, C.A.	10/21	47.61%	33
Johnson, A.H.(A)	18/21	85.71%	5	Zimmer, V.C.	19/21	90.47%	4

Respectfully,

H. H. Clegg.

67-026-14

March 23, 1937.

MEMORANDUM FOR THE DIRECTOR

Re: Special Administrative School
Written Examination

Members of the special administrative school presently in session in Washington were afforded a written examination upon the day of their arrival, with a view to ascertaining some standard by which they might be rated on knowledge. The actual grades and the relative standing of the class members are as follows:

<u>Trainee</u>	<u>Written Examination Grade</u>	<u>Relative Standing on Examination</u>
Berens, A. G.	85	31
Bugas, J. S.	88	22
Bundy, E. E.	90	16
Cornelius, A.	83	34
Coulter, R. C.	91	13
Dalton, J. L.	90	16
Darron, B. L.	92.5	9
Dawsey, T. W.	84	32
Emrich, E. F.	88.5	21
Fitzsimons, B. F.	87	26
Foard, W. B.	75	38
Flood, J. L.	85.5	30
Franz, J. N. (A)	94	5
Giddens, W. A. (A)	98	1
Hendon, R. C.	92	10
<u>Hood, R. B. 11</u>	94	5
Hood, R. T.	92	10
Hostetter, D. S.	93	7
Johnson, A. H. (A)	90.5	15
Johnson, J. S.	93	7
Kitchin, A. P.	90	16
Knittle, R. A.	94.5	3
Lackey, F. J.	87	26
McFarlin, M. W.	89.5	20
Malone, L. F.	87.5	24
Mertz, J. C.	82	36
Morton, B.	94.5	3
Murphy, J. A.	92	10
Norris, G. B.	87	26
Peterson, R. E.	91	13
Reynolds, J. D.	87.5	24
Ross, R. T. (A)	88	22

67-026-12 ✓

Memo. for Director.

- 2 -

3-23-37.

<u>Trainee</u>	<u>Written Examination Grade</u>	<u>Relative Standing on Examination</u>
Sirené, W. M.	84	32
Smith, Richard E.	86.5	29
Thompson, E. K.	82	36
Untreiner, R. J.	97	2
Whitten, C. A.	82.5	35
Zimmer, V. C.	90	16

The grading of the papers was done by the class members. The papers were all taken up and re-distributed so that no class member had his own paper. The correct answers were explained to the class and the papers were graded in this manner and the errors were called to the attention of each trainee. Each one was informed of his grade and delinquencies.

Respectfully,

H. H. Clegg.

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.

February 24, 1937.

LAH:WHH

MEMORANDUM FOR MR. CLEGG

Re: Automobile Driving Tests

Tests conducted by the Training Division with Bureau automobiles resulted in the following grades being given to the supervisors and officials listed below:

M. W. Acers	Excellent	R. C. Hendon	Excellent
C. A. Appel	Excellent	//R. B. Hood //	Excellent
T. F. Baughman	Excellent	R. E. Joseph	Excellent
W. G. Blackburn	Very Good	T. M. McDade	Excellent
L. V. Boardman	Very Good	W. J. McNulty	Excellent
R. Chambers	Excellent	L. B. Nichols	Excellent
E. P. Coffey	Excellent	L. R. Pennington	Excellent
I. W. Conrad	Excellent	N. J. L. Pieper	Very Good
A. H. Crowl	Very Good	L. Singman	Good
T. W. Dawsey	Excellent	E. A. Soucy	Excellent
E. R. Donaldson	Excellent	J. A. Smith, Jr.	Excellent
T. J. Donegan	Excellent	M. C. Spear	Very Good
H. C. Douglas	Very Good	R. C. Suran	Excellent
H. B. Fletcher	Excellent	Q. Tamm	Excellent
P. E. Foxworth	Excellent	S. J. Tracy	Excellent
W. R. Glavin	Excellent	J. W. Vincent	Very Good
M. E. Gurnea	Very Good	F. J. Whelan	Excellent
R. T. Harbo	Excellent	P. Wyly	Excellent

Tests given to the following supervisors while assigned to field divisions, as shown by the Bureau's records, reflect the following grades:

S. J. Drayton	Excellent
E. M. Heavrin	Excellent
J. E. Lawler	Excellent
H. Ranstad	Good
A. Rosen	Good
A. G. Berens	Excellent

Tests are being conducted for those supervisors who have not received tests and those who have recently been assigned to the Bureau headquarters whose files do not reflect that tests have been given.

Respectfully,

L. A. Hince.

62-0-4759 ✓

WAG:all

April 14, 1937

U. S. Public Health Service,
23 Old Post Office Building,
Washington, D. C.

R. P. Sandidge
Attention: Dr. ~~XXXXXX~~

Gentlemen:

The bearer of this letter is
a of the Federal Bureau of Investi-
gation, U. S. Department of Justice. It will be
appreciated if you will provide a physical examination
for this employee as required by the attached form.
FBI 1. R. P. Sandidge,
Special Agent

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

Inclosure #1070793

67-3500 85

Handwritten notes and stamps in the bottom right corner, including "4-14-37" and "7-14-37".

April 16, 1937.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hood:

The Bureau has planned to open a Field Office in Knoxville, Tennessee, covering the Eastern Judicial District of the State of Tennessee. The office will be located in the Hamilton National Bank Building, Knoxville, and will be opened on May 1, 1937.

It is desired that you proceed to Knoxville, and assume the duties of Acting Special Agent in Charge, upon the opening of the office there.

You will be furnished a list of the employees who are to be assigned to the Knoxville Field Division in the near future.

Very truly yours,

John Edgar Hoover,
Director.

CC Nashville
Pittsburgh

67-25001 86

C O P Y

Quantico, Va.
April 5, 1937.

Mr. J. Edgar Hoover,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Mr. Hoover,

I wish to take this opportunity to
thank you again for making it possible for me to
have luncheon with you and your party last
Saturday.

It was indeed a great honor and
pleasure for me and I shall never forget it.

With best wishes and kindest regards,

Sincerely yours,

/S/ R. B. ⁰Hood

Special Agent.

Mr. Nathan	✓
Mr. Tolson	✓
Mr. Bradman	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Dawsey	✓
Mr. Egan	✓
Mr. Foxworth	✓
Mr. Glavin	✓
Mr. Harbo	✓
Mr. Joseph	✓
Mr. Lester	✓
Mr. Nichols	✓
Mr. Quinn	✓
Mr. Schlicht	✓
Mr. Tamm	✓
Mr. Tracy	✓
Miss Gandy	✓

Handwritten initials: J.E.H., M.V., and others.

APR 19 1937

67-35038-87

Handwritten notes and stamps:
APR 19 1937
APR 19 1937
APR 19 1937



HARRINGTON MILLS
FOUNDER



AUGUSTUS GUMPERT
MANAGER

HOTEL HARRINGTON

ELEVENTH, TWELFTH & E STREETS, N.W.

WASHINGTON, D.C.

*Quantico, Va.
April 5, 1937.*

*Mr. J. Edgar Hoover,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D.C.*

Dear Mr. Hoover,

*I wish to take this
opportunity to thank you
again for making it
possible for me to have
luncheon with you and
your party last Saturday.*

SAMPLE ROOMS AND GUEST ROOMS AIR-CONDITIONED—RADIO IN EVERY ROOM

*Ack
4-13-37
E.M.H.*



HARRINGTON MILLS
FOUNDER



AUGUSTUS GUMPERT
MANAGER

HOTEL HARRINGTON

ELEVENTH, TWELFTH & E STREETS, N.W.

WASHINGTON, D.C.

*It was indeed a great
honor and pleasure for me
and I shall never forget
it.*

*With best wishes and
kindest regards -*

Sincerely yours,

O. V. Hood
Special Agent

SAMPLE ROOMS AND GUEST ROOMS AIR-CONDITIONED—RADIO IN EVERY ROOM

P. O. Box #1535
Pittsburgh, Pa.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 03-16-2012

April 30, 1937

REGISTERED MAIL

PERSONAL & ~~CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

RICHARD E. HOOD
Special Agent

Dear Sir:

Inasmuch as Special Agent Richard E. Hood has been designated Acting Special Agent in Charge at Knoxville, Tennessee, where an office is scheduled to be opened by May 1, 1937, his personnel file and Individual Record of Absence Card are being forwarded to the Bureau herewith.

Very truly yours,

D. DILLIO
Special Agent in Charge

DDL:IN
encl.

67-33038 88

APR 30 1937

copy

POSTAL

Apr 27 1937

VW29 19 GOVT COLLECT

KNOXVILLE TENN 27 550P

DIRECTOR

FBI JUSTICE WASHN DC

PERMANENT RESIDENCE ADDRESS ONE NINE NAUGHT NINE WHITE AVENUE

KNOXVILLE RESIDENCE PHONE THREE DASH EIGHT NINE SEVEN SEVEN

N.B. HOOD

67-35038-89

APR 29 1937

may
123

W

11

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: **Mr. Richard D. Hood**Date: **April 28, 1937**Present Status

- | | |
|------------------------------------|---|
| 1. Title: Special Agent | 2. Grade: CAP 10 |
| 3. Salary: \$3700 per annum | 4. Seat of Government: ()
Field: (F) |
| 5. Division: | 6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |

Proposed Change

- | | |
|------------------------------------|--|
| 7. Title: Special Agent | 8. Grade: CAP 12 |
| 9. Salary: \$4600 per annum | 10. Seat of Government: ()
Field: (F) |
| 11. Division: | 12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation" |
| 13. Effective: May 1, 1937 | 14. Position: Additional: (xxx)
Vice: |

Identical:

15. Remarks:

67-25258-90

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act:	Efficiency () _____	Date _____	Initial _____
	Average provision () _____		

approved:

The Administrative Assistant
to the Attorney General.

Funds certification:

approved:

The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund and who may lose his life by violence in line of official duty, I am forwarding herewith (by CHECK ~~MONEY ORDER~~) the sum of ten dollars (\$10), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. In the event of a finding that the death was by violence in line of official duty, appropriate instructions will be issued to the Chief Clerk, directing him to pay to the designated beneficiary the full amount of said fund as of the date of death.

The following person is hereby designated as my beneficiary:

Name Hilda F. Hood Address 1909 White Ave
Relationship Wife Knoxville, Tenn.

Very truly yours,

H. E. Hood
Special Agent.

JUN 2 1937

5/3/37-35638-91

May 13, 1937.

Mr. Richard B. Hood,
Federal Bureau of Investigation,
United States Department of Justice,
Post Office Box 2150,
Knoxville, Tennessee.

Dear Mr. Hood:

The Bureau is in receipt of the report of the physical examination which was afforded you on April 14, 1937, by the United States Public Health Service at Washington, D. C.

This report disclosed the following defects:

Athlete's foot.

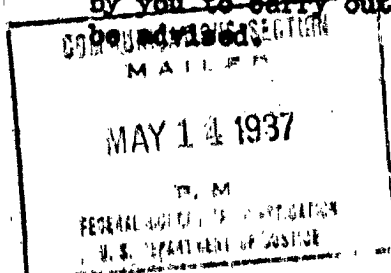
Very slight relaxation and impulse in both inguinal rings.

First degree flat foot.

Refractive vision, corrected to 20/20.

The Board of Examining Physicians of the United States Public Health Service recommends vaccination for smallpox, inoculation for typhoid and medical treatment for Athlete's foot.

It is suggested that the necessary action be taken by you to carry out the above recommendations and the Bureau



67-3090-193
Sincerely yours,

John Edgar Hoover,
Director.

PERSONAL AND CONFIDENTIAL.

WFO:CPW

April 14, 1937.

MEMORANDUM FOR MR. TOLSON

There is listed herewith the name, grade, and salary of all Special Agents in Charge, including Inspector E. J. Connelley.

<u>NAME</u>	<u>GRADE</u>	<u>SALARY</u>
Asst.....		
Vetterli, R. E.	CAP 13	5600 - 5800
Vincent, J. E. (Acting)	CAP 11	3700 - 12-4600
Kittley, R.	CAP 13	6400 - 14-6500
Reynolds, J. D.	CAP 11	3300 - 12-4600
Harris, A. G.	CAP 11	4000 - 12-4600
Hood, R. B.	CAP 13	3700 - 12-4600
Dalton, J. E.	CAP 11	4000 - 12-4600

Respectfully,

T. P. O. Min.

Suggest promotions as
indicated effective 5-1-37
T 4-5

OK JEH

(Partial listing of original)

C

67-67-133

WRG:TW
67-35038-

May 17, 1937.

Mr. Richard B. Hood,
Federal Bureau of Investigation,
United States Department of Justice,
Post Office Box 2150,
Knoxville, Tennessee.

Dear Mr. Hood:

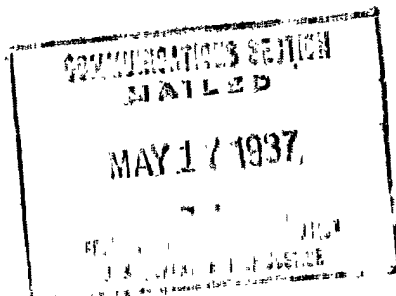
It is with pleasure that I am enclosing
a letter from the Attorney General advising you
of your promotion from \$3700 per annum in Grade
Caf 10, to \$4600 per annum in Grade Caf 12,
effective May 1, 1937.

Sincerely yours,

John Edgar Hoover,
Director.

Enclosure #1037722.

67-35038-94



6

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D. C. CBW:mk

May 1, 1937

To Mr. Richard B. Hood

Federal Bureau of Investigation,

Department of Justice.

Dear Sir:

You are hereby transferred from one position to another in the
Federal Bureau of Investigation as indicated below:

<u>FROM</u>	<u>TO</u>
Position Special Agent	Position Special Agent
Grade GAT 10	Grade G.F 12
Salary \$3700	Salary \$4600
Appropriation "Salaries and Expenses, Federal Bureau of Investigation," Field.	Appropriation "Salaries and Expenses, Federal Bureau of Investigation," Field. Effective May 1, 1937
	To succeed Additional position

You should execute the required oath of office.

Respectfully,

By the Attorney General:

W. J. C. [Signature]
Assistant to the Attorney General.

[Signature]
Attorney General.

HRC:WHH

April 5, 1937.

MEMORANDUM FOR THE DIRECTOR

Re: Current Administrative School.

The Administrative school presently in session in Washington has completed approximately one week of supervisory work in the Investigative Division of the Bureau; has had two days of open forum discussions, and has had approximately one week on administration of field offices. Presently the school is at Quantico receiving firearms training and with some additional training in the use of practical equipment, scheduled for next Sunday, the class will then receive detailed instructions in the work under the supervision of the Chief Clerk's Office.

During the past two weeks, each member of the class has been required to make a talk, not to exceed fifteen minutes in length, on the subject to be selected by the trainee, and each class member was criticized before the group, and suggestions were made as to each talk.

There has previously been submitted to you the composite ratings by various members of the Executive Conference relative to this class; likewise the grades made by them on examination, their standing in ability to make speeches, their records on correcting rough draft reports have been forwarded to your office.

I desire to make the following observations concerning each of the members of the current class, in the order in which I personally rated them as to relative ability in performing duties of Special Agents in Charge:

13. R. B. HOOD: Sound, plodder, hard worker, rather cold, germanic type of personality; he likes to play safe and sure. About average as a salesman, and a satisfactory administrator; perhaps above average as an investigator.

67-026-21

I am of the opinion that Special Agent L. B. Nichols could well be rated among the first five when compared with the entire personnel attending the current administrative class.

Respectfully,

H. H. Clegg.

Federal Bureau of Investigation

U. S. Department of Justice
Post Office Box 2150
Knoxville, Tennessee
May 26, 1937

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Dawsey
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Joseph
Mr. Lester
Mr. Nichols
Mr. Quinn
Mr. Schacht
Mr. Tamm
Mr. Tracy
Miss Gandy

~~PERSONAL AND CONFIDENTIAL~~

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Mr. Hoover:

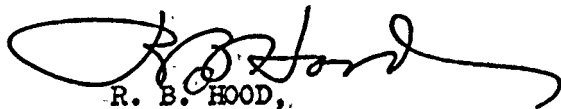
I am in receipt of your letter of May 17, 1937, together with that of the Attorney-General dated May 1, 1937, advising me of my promotion from Grade Caf 10 to Grade Caf 12. I wish to again express to you my appreciation for the confidence which you have placed in me, as evidenced by my promotion to Special Agent in Charge of the Knoxville Field Division office.

I am indeed proud to work for you and the Bureau, and it is my sincere belief that within a short while, I will have the outstanding small Bureau field office under my command. I hope that you will be able to arrange a visit to this office in the near future.

Again thanking you for your kind consideration,

I remain

Sincerely yours,


R. B. HOOD,
Special Agent in Charge.

RBH/HHS

JUN 29 1937

67-3528-95

SEARCHED INDEXED
SERIALIZED FILED
JUN 29 1937
FBI - KNOX

WMS

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

HHC:WHH

May 17, 1937.

MEMORANDUM FOR THE DIRECTOR

R. B. Hood

Further reference is made to the Executive Conference memorandum dated April 22, 1937, relative to the possibility of the Bureau participating, to a greater extent, in training schools for local, county, and state law enforcement officers.

In this connection it is my frank opinion that the Bureau should do everything possible to dominate the training school situation throughout the United States. I think that we are possibly losing some ground by having men who obviously are not qualified lecture at police conventions and before police schools. I have in mind the fact that North Dakota has not been represented in the Police Academy, nor do we have an application from that state. South Dakota has been represented by only one man who is in the present school, and this may be wildly speculative, yet I believe that this may be attributable, in part, to the fact that there are but few small towns and the territory sparsely settled, but the further fact that Mr. Hanni, who does not speak English clearly, undertakes to lecture in the training schools, and, in my mind, discourages any activity of this kind. This is just an example of what may be occurring in many instances.

I certainly think that in order for the Bureau to be invited to attend training schools and conventions a carefully selected individual should be chosen and that it would be better to decline rather than to send someone that we all know is totally unqualified to fill the job.

I am of the opinion, therefore, that to the extent possible, with available personnel who are qualified, the Bureau should undertake to participate in all police conventions and police training schools.

I have tried to prepare a list of those Bureau employees whom I believe to be qualified along this line, with special reference to the types of lectures which they can give, provided the Bureau furnishes those who are in the field with some material or outlines. I believe that the Bureau should undertake to give experience to additional employees who show latent qualifications. With this in mind Mr. Kohn is presently in Washington to receive such training. If a program could be inaugurated where, for a period of thirty to sixty days, different field

THERE IS MUCH MERIT IN THIS. DISCUSS
IT AT EXECUTIVES CONFERENCE.

J.E.H.

67-80210-22

✓

May 17, 1937.

employees could be brought to Washington and assigned to lecture before training schools they could be given experience and training, and then the Bureau will have available, in its field offices, field employees who could relieve the Seat of Government from the burden of having to handle all of these assignments.

I am further of the opinion that although the Bureau should not go out and openly solicit invitations to teach in police training schools, the Special Agents in Charge should be aware of the existence of all police training schools in their respective territories, should keep well informed as to their programs, policies, plans, and curricula, and that these agencies should be informed that the Bureau will be pleased to cooperate. Then, when a Bureau representative is sent to speak on some general subject he should not confine his remarks solely to the accomplishments of the Federal Bureau of Investigation.

I recommend, therefore, that another letter be forwarded to the Special Agents in Charge, informing them of their direct responsibility of keeping themselves informed as to the existence of all training schools for police in their respective divisions, and that both by correspondence from the Bureau and by contact from the field, those in charge of these training schools should be informed of the Bureau's desire to be of all possible assistance. The only qualifications I believe proper to make at this time is that first consideration and favoritism be shown to those departments which have been represented in the FBI National Police Academy, for to these graduates the Bureau has promised the fullest extent of its cooperation in organizing and conducting training schools.

Those who I believe are qualified to lecture on general subjects, including administrative matters and investigations are the following:

J. S. Eugas	A. M. Kohn	T. D. Quinn
H. H. Clegg	D. M. Ladd	H. H. Reinecke
J. E. Clegg	W. H. D. Lester	J. D. Reynolds
E. P. Coffey	W. L. Listerman	E. Scheidt
E. E. Conroy	G. N. Lowdon	L. C. Schilder
W. S. Devercaux	K. R. McIntire	J. A. Smith, Jr.
P. E. Foxworth	Harold Nathan	E. A. Soucy
M. E. Gurnea	J. C. Newman	E. A. Tamm
R. C. Hendon	L. R. Pennington	J. W. Vincent
L. A. Hince	N. J. L. Pieper	A. H. Watkins
		R. Whitloy

Memo for the Director

- 3 -

May 17, 1937.

Those who I believe are qualified to lecture on fingerprint identification work are the following:

M. Chaffetz	A. M. Kohn
E. P. Coffey	H. A. Martin
L. A. Hince	H. K. Moss
	L. C. Schilder

Those who I believe are qualified to teach either general or specially selected subjects on technical examinations are the following:

C. A. Appel	L. A. Hince
T. F. Baughman	A. M. Kohn
E. P. Coffey	D. J. Parsons
E. R. Donaldson	Q. Tamm

Those who I believe to be qualified to give firearms instruction are the following:

T. F. Baughman
W. R. Glavin
M. E. Gurnea
I. E. Nitschke
W. R. Walsh

To a more limited extent I believe the following show some possibilities for development in the subjects indicated:

Administrative, General,
and Investigative

Fingerprints

Laboratory

Firearms

E. F. Earich	L. B. Nichols	W. John McNulty	H. H. Clegg	E. E. Conroy
Chapman Fletcher	W. A. Rorer	H. H. Reinecke		J. A. Smith, Jr.
B. F. Fitzsimons	G. J. Ross			
J. H. Hanson	C. C. Spears			
R. T. Harbo	T. N. Stapleton			
R. B. Hood	E. K. Thompson			
J. A. Murphy	R. J. Untreiner			
	J. W. Warnes			

Respectfully,

H. H. Clegg.

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

MEG:EP:BG

April 14, 1937.

MEMORANDUM FOR THE DIRECTOR

Re: Special Administrative School -
Firearms Training.

Mr. Gurnea was in charge of the firearms instruction given to the members of the special Administrative School now in Washington. Upon completion of this course of training, which included instruction work on the part of each of the trainees themselves, I requested that Mr. Gurnea set forth his estimate of the relative standing of the members, based upon their analytical ability; their enthusiasm and generalship. There is also set forth the average score made by each Agent at Quantico.

<u>Agent</u>	<u>Relative Standing</u>	<u>Average Score</u>
Dalton, J.L.	1	72.4
Hood, R.B.	2	84.8
Untreiner, R.J.	3	85.
Hendon, R. C.	4	74.7
Cornelius, A.	5	80.7
Thompson, E.K.	6	81.8
Berens, A.G.	7	80.4
Reynolds, J.D.	8	81.7
Foard, W.B.	9	78.4
Kitchin, A.P.	10	82.2
Lackey, F.J.	11	82.8
Bugas, J.S.	12	81.4
Coulter, R.C.	13	80.9
Fitzsimons, B.F.	14	72.4
Murphy, J.A.	15	80.3
Bundy, E.E.	16	83.4
Dawsey, T.W.	17	86.1
Enrich, E.F.	18	78.7
Smith, R.E.	19	73.2
Mertz, J.C.	20	85.5
Peterson, R.E.	21	75.1
Franz, J.N. (A)	22	74.2
McFarlin, M.W.	23	74.9
Hood, R.T.	24	76.9

67-026-22

Memo. For Director.

- 2 -

4-14-37.

<u>Agent</u>	<u>Relative Standing</u>	<u>Average Score</u>
Malone, L.F.	25	82.1
Sirene, W.M.	26	71.3
Giddens, W.A. (A)	27	69.8
Zimmer, V.C.	28	80.6
Whitten, C.A.	29	80.4
Norris, G.B.	30	73.6
Johnson, J.S.	31	80.8
Knittle, R.A. (A)	32	78.3
Flood, J.L.	33	71.2
Hostetter, D.S.	34	77.4
Johnson, A.H. (A)	35	69.9
Morton, B.	36	70.1
Ross, R.T. (A)	37	79.
Damron, B.L.	38	72.6

Respectfully,

H. H. Clegg.

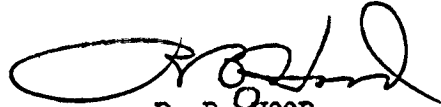
Federal Bureau of Investigation
United States Department of Justice
Post Office Box 2150
Knoxville, Tennessee
May 26, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Transmitted herewith is duly-executed oath of
office in duplicate, signed by me on this date.

Yours very truly,

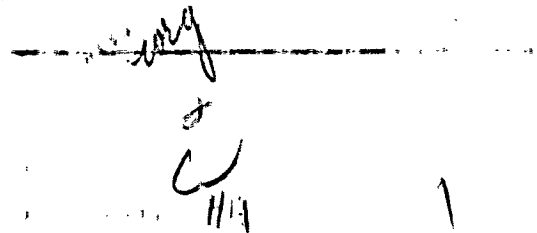


R. B. HOOD,
Special Agent in Charge.

RBH/HS
Enc. 2

67- 96

JUN 1 - 1937



I, Richard B. Hood do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of Special Agent, Federal Bureau of Investigation, U.S. Dept. of Justice on which I am about to enter: So help me God.

(Sign here) Richard B. Hood

Subscribed and sworn to before me this) Where born (State only) Penn.

26 day) Date of birth 8-28-'08

of May A. D. 1934) Whence appointed:

State Penn. County Payette

Congressional District 24th

W. A. Carson
Notary Public

My Commission Expires April 9th, 1939

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty MAY 1 1937

Residence Proville, Tenn.

Do you receive an annuity under the Civil Service Retirement Act? No

file
6/1/37
WJG

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund and who may lose his life by violence in line of official duty, I am forwarding herewith (by CHECK ~~MONEY ORDER~~) the sum of ten dollars (\$10), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. In the event of a finding that the death was by violence in line of official duty, appropriate instructions will be issued to the Chief Clerk, directing him to pay to the designated beneficiary the full amount of said fund as of the date of death.

The following person is hereby designated as my beneficiary:

Name Silda F. Hood Address 1909 White Ave
Memphis, Tenn.
Relationship Wife

Very truly yours,

J. Edgar Hoover
Special Agent.

6/10/37
67-35038-97
JUN 14 1937
FEDERAL BUREAU OF INVESTIGATION
JUN 8 1937 P.M.
U. S. DEPARTMENT OF JUSTICE
CHIEF CLERK *Wife*
FILE

Searched	Indexed
Numbered	Recorded
Serialized	Filed

June 11, 1937.

Mr. R. B. Hood,
Federal Bureau of Investigation,
United States Department of Justice,
407 Hamilton National Bank Building,
Knoxville, Tennessee.

Dear Mr. Hood:

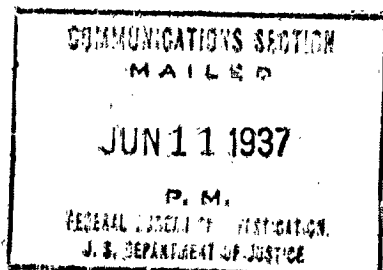
This will acknowledge receipt of your contribution of \$10 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who may lose his life by violence in the line of official duty.

Very truly yours,

J. E. Hoover

John Edgar Hoover,
Director.

67-35038-98



June 22, 1937.

Mr. Richard B. Hood,
Federal Bureau of Investigation,
United States Department of Justice,
Post Office Box 2150,
Knoxville, Tennessee.

Dear Mr. Hood:

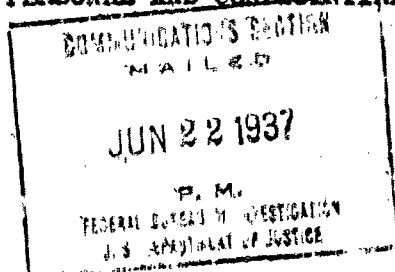
Reference is made to Bureau letter dated May 13, 1937, wherein you were advised of certain physical defects which were disclosed by the examination afforded you by the United States Public Health Service at Washington, D. C., on April 14, 1937.

It was suggested that the necessary action be taken by you to remedy the infection of your feet and the Bureau be advised. To date, no reply has been received from you and it is requested that you immediately advise the Bureau in the premises.

Sincerely yours,

John Edgar Hoover,
Director.

PERSONAL AND CONFIDENTIAL.



67-35038-99

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24

✓

Post Office Box 2180
Knoxville, Tennessee
June 14, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Reference is made to Bureau letter dated May 20, 1937, addressed to the undersigned advising that the Bureau desired me to arrange to proceed to Knoxville, Tennessee, for the purpose of assisting Special Agent in Charge R. B. Hood in connection with the operation of the Knoxville Office.

I have spent approximately three and one-half days at Knoxville during which time I have gone over with Mr. Hood various matters pertaining to the administration of his office and have given to him suggestions which might be helpful in the operation of his office. Where conditions have existed which should have been corrected appropriate corrections have been made and suggestions have been given as to how such conditions might be avoided in the future. These conditions generally have been what might be expected in any new office being operated by an Agent in Charge who had not had charge of an office theretofore. However, in order that the Bureau might be fully informed I am setting forth in this letter comments in connection with these conditions as follows:

ASSIGNMENT CARD BOX

It was found that there was being maintained two complete assignment card boxes, one for general cases, and one for war risk insurance cases. These have been consolidated. As there are only sixty-nine war risk insurance cases where Knoxville is the division of origin out of a total two hundred forty-eight cases pending, it is my impression that same does not justify the maintenance of a separate assignment card box for war risk insurance cases. Accordingly, both assignment card boxes were consolidated. Further comment with reference to war risk insurance cases is being set forth in a separate letter to the Bureau.

There were found among the closed cases for the current month five unassigned assignment cards. Accordingly, this threw out of balance the read card box to that extent. The duplicate assignment

67-102045-11

cards have been withdrawn from the read card box and those cases assigned as of the date of the investigation began, and Mr. Hood has now devised a plan whereby all assignment cards are to be marked assigned prior to the time the card is marked closed or RUC. Accordingly, this condition should not recur.

It was also found by inspecting the closed assignment cards for May, 1937, there were twenty-two unassigned closed cases. Similar corrections have been made in connection with these cards.

It was also found that there was one closed assignment card for May showing same was assigned to an agent; no date was set forth showing when it was assigned. That card has been corrected.

There was found on the upper right hand corner of the face of several original assignment cards an asterisk showing that the case was inactive. Mr. Hood was advised that this notation should be on the reverse side of the cards and that it should not be necessary to also show it on the face of the card because it caused a duplication of effort. Appropriate corrections have been made on each of the assignment cards on inactive cases.

Most of the original assignment cards in the office have had typed on them in the lower left hand corner the cities where there were leads at the time the case was opened. I have suggested to Mr. Hood that this was unnecessary and did not serve any useful purpose; further, that after the cases became old in the office such notation might be misleading. Accordingly, these names of cities have been taken from the original assignment cards and in the future the original assignment cards will not have such notations typed upon them.

In checking the original assignment cards it was found that there was one original assignment card missing. This was found in the desk of one of the agents. This apparently was inadvertently routed to the agent.

An examination of the "29" cases revealed that the name and location of the bank was not set forth on the face of four original assignment cards. Such notations have been placed on these cards and arrangements have been made by Mr. Hood whereby the name and location of all banks will be shown in the future.

ROAD CARD BOX

There have been maintained at the Knoxville Office two separate road card boxes, one for general cases, and one for war risk insurance cases. For reasons set forth above, these two road card boxes were consolidated. In order to give proper consideration

It has been found that these six sections of the read card box each contain approximately the same number of cards. None contain an unusual number of cards. It is felt by reducing the number of sections in the read card box that the lead cards and duplicate assignment cards can be filed therein more easily and also the assignment of leads can be facilitated. In other words, where there were formerly forty sections in the two read card boxes there are now but eight in the one consolidated read card box.

The original assignment cards on unassigned cases were checked against the duplicate assignment cards found in the read card box. There were found seventeen duplicates for which there were no original unassigned files. Of these thirteen were on closed cases, three were on assigned pending cases, and one original was missing, as has been set forth above. It has been suggested to Mr. Hood that each month prior to the compilation of the monthly administrative report that the unassigned original assignment cards be checked against the duplicate assignment cards in the read card box in order to avoid having the read card box out of balance in the future. He has informed me that this will be done regularly in the future.

It was found that lead cards typed on outgoing reports from the Knoxville Office showed the date in the upper left hand corner, the town in the upper center, and the file number in the upper right hand corner of the lead card. It was suggested to Mr. Hood that this information be placed on the lead cards in the same place it is found on duplicate assignment cards so that a uniform practice might be had in connection with all lead cards. Accordingly, the various leads have been changed to show the file number and date in the upper right hand corner and the town in the lower left hand corner.

It was also found that some of the lead cards in the Knoxville Division carried the names of more than one town thereon. It has been my personal experience that such always tends towards confusion. I suggested to Mr. Hood that no lead card carry any more than one town where investigation is to be conducted. This suggestion has been accepted and has been placed in force.

It was found that the lead cards typed on cases received in the Knoxville Division were identical in appearance with the tickler cards. I was of the impression that this might tend toward confusion when lead cards or tickler cards were placed on the files at the time they were being reviewed. Accordingly, lead cards are now being prepared in a manner whereby they will not be confused with tickler cards in the future.

to unassigned war risk insurance cases wherein Knoxville is the division of origin, a section of the road card box has been set up for dormant war risk insurance cases wherein Knoxville is the division or origin.

There is only one pending accounting case in the Knoxville Division. The duplicate assignment card did not bear the notation "A" in front of the file number. Same has been placed on the duplicate assignment card. This duplicate assignment card was found among the general leads. A separate section in the road card box has been set up for the accounting cases in order to have duplicate assignment cards on such cases readily available and in order to avoid having agents on regular road trips check such files which they could not handle on their regular road trips.

The road card box on general cases and the road card box on war risk insurance cases were found each to have twenty sections for towns and cities in the Knoxville Division. As has been set forth above, the two boxes were consolidated. Leads on war risk insurance cases from other districts in the future are to be handled the same as other general leads.

The general leads in the road card box are now contained in six sections as follows:

Knoxville - which includes all leads in the City of Knoxville;

Rural Knoxville - which includes all leads in the Northern Division of the Eastern Judicial District of Tennessee except those within the City of Knoxville;

Chattanooga - which includes only the leads in the City of Chattanooga, wherein a Resident Agent is stationed;

Rural Chattanooga - which includes all leads in the Southern Division of the Eastern Judicial District of Tennessee except those in the City of Chattanooga;

Johnson City - which includes leads only in Johnson City, where there is a Resident Agent stationed;

Rural Johnson City - which includes all leads in the Northeastern Division of the Eastern Judicial District of Tennessee except those in Johnson City.

In connection with the road card box generally it might be noted that a Rand-McNally map has been purchased by the Knoxville Division and the judicial district and judicial divisions marked thereon along county lines. This will afford a means of separating leads for the road card box in distinct geographical areas.

TICKLER BOX

Two separate tickler boxes were maintained by the Knoxville Office, one for general cases, and the other for war risk insurance cases. These have been consolidated.

The tickler box being maintained at Knoxville only contained dates for one month. These have been set up for two months. A check of the tickler box revealed nineteen ticklers on closed cases. This of course is a natural condition and these ticklers would be removed at a later date.

The check of the tickler box revealed that seven extra tickler cards were duplicates. This, no doubt, was the result of having the tickler cards and lead cards the same in appearance. These were apparently lead cards which had been placed in the tickler box through error.

It was found that there were ticklers on three cases missing. This also apparently was due to the fact the tickler cards were identical in appearance with the lead cards. In all probability these tickler cards were placed in the road card box.

There was also found in the tickler box a lead card which has been removed to the road card box.

FILING SYSTEM

An examination of the file cabinets containing the jackets and files on pending cases revealed that in these same file drawers there were kept in numerical sequence the administrative and miscellaneous files of the Knoxville Office. These miscellaneous and administrative files have been withdrawn from these file drawers. The file drawers now contain nothing but pending investigative files. The chief clerks in all offices where I have worked have invariably informed me that it is much easier to handle pending investigative files when they are kept separate from the administrative and miscellaneous files.

It has been suggested that when the filing cabinets arrive for the Knoxville Office, and when filing space is available, that the pending investigative files be kept in the two top drawers of the filing cabinets so that they will be more available for handling and

limit unnecessary stooping over as is required when these pending files are kept in the two lower drawers of the filing cabinets. These lower drawers can be utilized for other files which do not require constant handling. Mr. Hood advises that this recommendation will be placed in operation when the new filing cabinets are received.

In checking the pending investigative files there were found in the filing drawers containing such files the following:

- 1 dead file;
- 1 file on a HUC case;
- 1 file in the wrong numerical sequence;
- 1 case upon which there were two jackets.

These all have been removed. It was suggested to Mr. Hood that each month at the time the monthly administrative report is being prepared that the original assignment cards be checked against the jackets in the file drawers containing the pending files of the office. By doing this he will be able to correct at least once each month any errors which may have crept into the filing system. He will also know how accurately the chief clerk performs his work. He will also be in a position to catch certain errors in connection with the incorrect marking of assignment cards.

All office administrative files in the Knoxville Office have now been placed in a separate file drawer by themselves. It has been suggested to Mr. Hood that when these files become more bulky that he may desire to further break them up into two file drawers, one containing general office administrative files, and the other employee's administrative files. He has further been advised that the drawers containing employee's administrative files may be arranged in alphabetical sequence in order to make them more readily available to the chief clerk.

There were found among the office administrative files file number 67-1 on training of personnel and 67-0, office personnel file. These have been removed from the general files and placed in the safe with the office confidential files.

There were found in a separate section of the filing cabinets of the Knoxville Office five files, one on each of the automobiles assigned to the Knoxville Division. These did not bear file numbers. It was suggested that each of these files be given administrative numbers and that they be placed with the office administrative files. This has been done.

An examination of the 62-0 file revealed that some contained communications such as those having to do with the forwarding of telephone

books to the Bureau. It was suggested to Mr. Hood that such communications might be placed in the Telephone Company file. It has been my experience in some offices that the general office administrative file has become a reserve for miscellaneous communications. I suggested to him that such be avoided in the Knoxville Division and that this file should contain only communications having to do with matters that pertain specifically to the administration of the Knoxville Office. My suggestions in connection therewith have been accepted.

In connection with the filing of letters in miscellaneous investigative files of the office, I suggested that when communications are received and filed they be indexed to show the class, file, and serial number, such as 31-O-16, and that when subsequent communications are received having to do with the same matter that they be given numbers as follows: 31-O-16A and 31-O-16B, etc., and that these later communications be filed immediately above the communications formerly received. This eliminates the indexing of more than one communication, with the result of saving time to the chief clerk. It also makes more readily available the material for perusal in the miscellaneous file with a savings of time to the Special Agent in Charge. This practice is being placed in effect at the Knoxville Office.

In addition to the above, I have checked with the chief clerk of the Knoxville Office the various administrative files and have given suggestions in connection with the opening of other administrative files which might simplify the filing system.

I desire to call the Bureau's attention to the fact that during my stay in Knoxville I have laid emphasis on the matter of the simplification of the administration of the office and the filing system. In each case where errors have been found I have explained a system whereby such errors either might be eliminated or found in the future. Of course, in addition to the matters I have pointed out above in this letter in general conversation with Mr. Hood I have given him suggestions on various matters of miscellaneous nature about which he inquired. The office at Knoxville is new and it has not been difficult to adjust conditions which have existed to date, I feel that my arrival here has been somewhat timely and that the office will be benefited by my visit.

Very truly yours,

E. E. CONROY,
Special Agent in Charge.
(Special Assignment)

KEC:FN

**Federal Bureau of Investigation
United States Department of Justice**

Post Office Box 2150
Knoxville, Tennessee
June 25, 1937

PERSONAL
AND
~~CONFIDENTIAL~~

Mr. Nathan
Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Miss Gandy

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Reference is made to your letter dated June 22, 1937, relative to certain physical defects disclosed by the examination given me in Washington, D. C., on April 14, 1937.

This is to advise you that I have been vaccinated for smallpox and as soon as it is ascertained whether the vaccination takes, I will receive inoculations for typhoid fever.

With reference to the case of athlete's foot noted by the Public Health Service, I am glad to state that at present this condition is entirely cleared up. I have been annoyed with this foot condition over a period of years and have taken extensive medical treatment for it, and it reappears periodically in spite of continued treatment. I have followed closely my physician's advice with respect to this, and at no time does the condition become serious, and for the most part there is but a slight trace of this condition.

I shall advise you when the inoculations for typhoid fever have been completed.

Very truly yours, ✓

R. B. Hood
R. B. HOOD,
Special Agent in Charge.

RBH:FN

67-35038-100
JUN 30 1937
CLEGG
CHIEF CLERK
FOUR

Post Office Box 2150
Knoxville, Tennessee
June 22, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Enclosed herewith are copies of a letter dated June 19,
1937, from Mr. W. T. Miller, Secretary of the Knoxville Y's Men's Club,
before which I spoke on June 14, 1937, as you have previously been advised.

Yours very truly,

R. B. HOOD,
Special Agent in Charge.

RHH/RS
Enc.

JUN 28 1937

101

C O P Y

(Club Seal)

INTERNATIONAL
Y'S MEN'S CLUB
KNOXVILLE, TENNESSEE.
605 W. Clinch Avenue.

June 19, 1937.

Mr. R. B. Hood,
Federal Bureau of Investigation,
Hamilton Bank Building,
City.

Dear Mr. Hood:

It is not an easy job to plan and put on weekly programs for the young fellows who form the membership of the Knoxville Y's Men's Club, consequently when a speaker gives a very interesting and informative talk which the boys thoroughly enjoy, the program committee can throw out its collective chest. That was our experience last Monday evening. Not in a long time have we had a speaker who was able to hold the attention of the boys on a hot night and interest them as you did.

The Federal Bureau of Investigation has made such an excellent record and has such a fine reputation that most people have a lively curiosity about its organization, and functions. The word picture you painted of the requirements a prospective agent must meet, the form of organization you have, and the scope of the Bureau's activities was impressive and mentally illuminating. Judging from the comments I have heard, you satisfied the curiosity of everyone except the chap who wanted to know whether or not Agent Purvis was the fellow who plugged Dillinger.

Let me take this opportunity to thank you again for giving so freely of your time and talent. We are all deeply appreciative of your courtesy.

Sincerely yours,

/s/ W. T. Miller

W. T. Miller, Secretary,
Knoxville Y's Men's Club.

C O P Y

COPY

CITY OF CHATTANOOGA
DEPARTMENT OF FIRE AND POLICE

Eugene Bryan, Commissioner

Chattanooga, Tennessee,
June 29, 1937.

J. Edgar Hoover,
Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

I wish to congratulate your agent,
R. B. Hood, Agent in Charge at Knoxville, Tennessee
and local agents, Joseph H. Farley and Earl Mirsh
for their untiring efforts in effecting the
apprehension of the kidnappers of our Officer
O. O. Griffin.

These agents have put forth every effort
in this case and effected the arrest of Joe Powell,
James Powell, Dorothy Key and Florence London at
Tampa, Florida on the 27th inst.

It has been a pleasure to work with these
agents and I assure you that this department stands
ready and willing at all times to cooperate with such
agents.

With kindest personal regards, I am

Yours very truly,

W. H. HACKETT
Chief of Detectives
JUL 12 1937

P. S.

This letter is written without any knowledge
of the agents.

W.H.H.

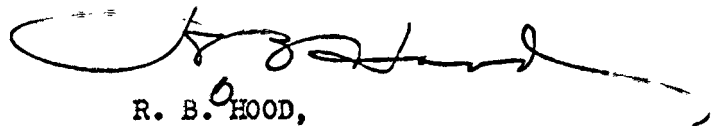
Federal Bureau of Investigation
United States Department of Justice
Post Office Box 2150
Knoxville, Tennessee
July 28, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

This is to advise that I have just finished taking a series of inoculations for typhoid fever. All of the deficiencies found in my medical examination have now been corrected.

Yours very truly,



R. B. HOOD,
Special Agent in Charge.

RBH/HS

ALG 1-1937

67-3325-103
JUL 29 1937
C. B. F.

1/10

COPY

LMC:RD

67-32038-702
July 7, 1937.

Mr. W. H. Hackett,
Chief of Detectives,
Department of Fire and Police,
Chattanooga, Tennessee.

Dear Mr. Hackett:

I wish to acknowledge receipt of your communication of June 29, 1937 concerning the services of the Special Agents attached to the Knoxville Field Division of this Bureau in effecting the apprehension of the kidnapers of Officer O. O. Griffin.

I want to thank you for your kind words of commendation for the services rendered and assure you that the Bureau stands ready and willing at all times to be of every possible assistance to you and your Department in matters of mutual interest.

Sincerely yours,

John Edgar Hoover,
Director.

cc-Knoxville

W

Post Office Box 2150
Knoxville, Tennessee
September 7, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Transmitted herewith is a letter from Miss Geneva
Anderson, Walland, Tennessee, dated September 4, 1937, re-
ferring to my address before the Blount County Teachers
Association on August 28, 1937.

Very truly yours,

0

R. B. HOOD,
Special Agent in Charge.

RBH:RML
ATT:

67-35038-104

SEP 12 1937

W R

COPY

WALLAND HIGH SCHOOL

D.K. Whitehead, Principal.

Walland, Tennessee.

September 4, 1937.

Mr. R. B. Hood
Knoxville, Tennessee.

Dear Mr. Hood:

The address which you gave the Blount County Teachers Association was indeed well received. So many have made the remark that when a speaker could give facts so easily and had such a vast amount of knowledge at his fingertips that the people were bound to sit up and take notice that efficient work was being done. It was indeed a pleasure for us. Thank you very much.

Very truly yours,

(s) Geneva Anderson.

COPY

Federal Bureau of Investigation
UNITED STATES DEPARTMENT OF JUSTICE
Washington, D. C.

LMC:BO

June 1, 1937

MEMORANDUM FOR THE DIRECTOR

In accordance with the previous considerations of the Executive Conference, there is submitted herewith a list of those who are being recommended as suitable material to bring to Washington to be given special experience and training as instructors. Some of these men are already in Washington and perhaps their services could be utilized before training schools for newly appointed Special Agents, at which time Mr. Clegg could sit in and hear their lectures and subsequently make suggestions to them for improvement.

Fingerprint Identification Instructors

Technical Employees

Deiss, E. J.
Delavigne, K. T.
Engert, C. J.
Ground, A. B.
McCarthy, W. C.
Syphers, C. E.

Special Agents and Special Agents in Charge

Brantley, D.	Ladd, D. M.	Moss, H. K.
Bundy, E. E.	Levin, L.	Murphy, J. A.
Clegg, J. R.	Martin, H. A.	Pieper, N. J. L.
Conroy, E. E.	McIntyre, K. R.	Plunkett, P. M.
Hennrich, C. E.	McNulty, W. J.	Reynolds, J. D.
Kitchin, A. P.	McSwain, G. R.	Singman, L.

For general training purposes in law enforcement and investigative work, the following names are submitted:

Acers, M. T.	Clegg, J. R.	Devenaux, W. T.
Boardman, L. V.	Conroy, E. E.	Dewey, O. C.
Brantley, D.	Cornelius, A.	Fitzgerald, J. E.

67-50010-25

COPY

Memo. for Director.

-2-

6-1-37.

Fitzsimons, B. F.	Pennington, L. R.	Stein, G. W.
Fletcher, H. B.	Pieper, N. J. L.	Tamm, Q.
Hanson, J. H.	Plunkett, P. M.	Untreiner, R. J.
<u>Head, R. B.</u>	Reinecke, H. H.	VanLandingham, Z. J.
Ladd, D. M.	Reynolds, J. D.	Vincent, J. W.
Listerman, W. L.	Richmond, E. L.	Watkins, A. H.
Lowdon, G. N.	Scheidt, E.	Whitley, R.
McIntyre, K. R.	Shivers, R. L.	Williams, E. H.
McSwain, G. R.	Sirens, W. M.	Wills, N. D.
Murphy, J. A.	Smith, J. A.	
Newby, R. E.	Soucy, E. A.	
Newman, J. C.	Spears, C. O.	
Osborne, W. H.	Stapleton, T. N.	

For special training as firearms instructors:

Campbell, E. G.
Conroy, E. E.
Dorris, E. C.
Dorwart, F. C.
Franklin, G. H.
Listerman, W. L.
Stapleton, T. N.

Mr. Quinn opposed to the name of Mr. Listerman in the above lists.
All others were unanimous in the above selections. (I agree with Mr. Quinn 6/6 T.)

Those present were Messrs. Quinn, Foxworth, Nathan, Schilder, Tamm and Clegg.

It was understood that the procedure to be followed would be to call one or two of the above mentioned employees to Washington at a time to give instructions to Special Agents' classes at such times as the arrangement of the program would call for the type of instruction for which they were being recommended. The firearms men might be brought to Washington at a time when Mr. Gurnea is in the city and given a special course of instruction for such duration of time as appeared necessary to thoroughly qualify them as instructors in this field.

Respectfully,

FOR THE CONFERENCE,

(O.K.)
(JEH)

Clyde Tolson,
Chairman.

T.D. Minn,
Secretary.

cc-Mr. Quinn

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.
Post Office Box 2150
Knoxville, Tennessee
August 31, 1937

Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with instructions contained in Section 35 of the Bureau Manual of Rules and Regulations, please be advised that my status with respect to the items listed below is as follows:

- (A) Marital status: Married - wife, Hilda Forsberg Hood
- (B) Names of societies or organizations with which connected: First Presbyterian Church, Uniontown, Penna., Psi Upsilon Fraternity, Tennessee-Mississippi Peace Officers' Assn., "Y" Men's Club, Knoxville, Tennessee.
- (C) Legal residence: 61 Nassau Street, Uniontown, Pennsylvania.
- (D) Education: Dartmouth College, A. B. Degree, 1930,
University of Pittsburgh, LL. B. Degree, 1934.
- (E) Name, address and relationship of person to be notified in case of emergency: Mrs. R. B. Hood, wife,
Knoxville, Tennessee.
- (F) List of names of any relatives now in the Government service, with the degree of relationship, and where employed. (List all relatives, including those by marriage.) None, as advised #112.
- (G) Offices where assignment preferred: ~~Knoxville~~

Very truly yours,

R. B. HOOD,
Special Agent in Charge.

67-
104X
CHIEF CLERK
a/c
1500000000

Post Office Box 2150
Knoxville, Tennessee
October 14, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Effective October 16, 1937, my residence address
will be Apartment 5, No. 10 Maplehurst Park, Knoxville, Tennessee.
The telephone number will remain 3-8977.

Very truly yours,

R. B. HOOD,
Special Agent in Charge.

RHH/HS

OCT 18 1937

67-23-105
✓ HHC
RHC
24

CT:ACS

October 27, 1937.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
P. O. Box 2150,
Knoxville, Tennessee.

Dear Mr. Hood:-

I have just returned to Washington and I wanted to let you know how much I appreciate your assistance during my visit to Winston-Salem last Sunday. I enjoyed the trip very much and am indeed hopeful that my visit will be helpful in cementing the cordial relationships which representatives of the Bureau enjoy with the law-enforcement agencies represented at the meeting.

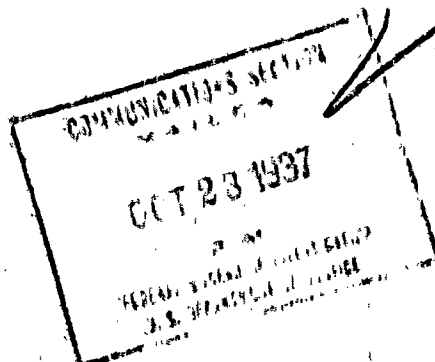
With kind regards,

Sincerely,

J. Edgar Hoover

67-35038-106

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Miss Gandy



67-35528-109
COPY

DEB:JDIF

November 18, 1937.

Mr. Clay D. Crawford,
Chief of Police,
Kingsport, Tennessee.

My dear Chief:

Receipt is acknowledged of your letter dated November 11, 1937, enclosing Uniform Crime Reports Return "A", for July and August, 1937.

With reference to your Police Training School held on November 9, in which Mr. R. B. Hood, Special Agent in Charge of this Bureau's Knoxville, Tennessee, Field Division, participated, I am indeed gratified to know that his talk was found so interesting and instructive.

I assure you it is my desire to cooperate fully in all matters of mutual interest, and if I can be of assistance in any way do not hesitate to call upon me.

With best wishes and kind regards,

Sincerely yours,

CC Knoxville

COPY

CITY OF KINGSPORT
TENNESSEE

Nov. 11th 1937.

Hon. J. Edgar Hoover, Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:-

I am forwarding herewith the monthly return "A"
reports for the months of July and August 1937, I regret
that we failed to send them in on the required date.

Also I would like to take this opportunity to
thank you for the assistance you have given us in connection
with our Police Training School, on the 9th of this month
Mr. R. B. Hood of your Knoxville office assisted by Mr. McSwain
gave a very interesting and instructive talk before our police
school, during which they demonstrated the "benzidine" blood
test, this too was very interesting.

Thanking you for past favors, and hoping that we
can be of some assistance to you, I remain,

Yours very truly,

NOV 29 1937

/s/ C. G. Crawford

Clay G. Crawford
Chief of Police.

67-35008-107

✓ HAK RMH
BFC RY

107

aa

Federal Bureau of Investigation
United States Department of Justice

Post Office Box 2150
Knoxville, Tennessee
November 9, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Re: Inspection of Knoxville
Field Division.

Dear Sir:

With reference to the following conditions which were mentioned by Inspector P. E. Foxworth at the inspection of this office on October 28, 1937, the following changes have been made:

The 32-0, 80-0, 82-0, 87-0, and 91-00 files have all been serialized as they should be.

The file cabinet containing Identification Orders and Apprehension Orders has been moved to a more convenient location. This cabinet was maintained on top of a wardrobe cabinet, which, in Mr. Foxworth's opinion, was too inaccessible. It has now been placed on a table where it is readily accessible. The Apprehension Orders on file have been stapled to the Identification Orders to which they relate. They were at the time of the inspection fastened to the Identification Orders by means of clips rather than staples.

The index cards on automobiles were previously maintained in a separate section of the 3 by 5 card file under the heading "Automobiles." In accordance with the instructions of the Inspector, they have now been placed in their regular alphabetical location. That is to say, "Buick" appears in the "B" section of the file in its proper place, and so on with the other cars.

It was noted by the Inspector that one agent's desk was not locked and that there was contained therein a set of handcuffs (privately owned). Instructions have again been given to the agents that if valuables are left in their desks overnight they must be locked, and keys are available for their use.

Very truly yours,

" R. B. Hood,
Special Agent in Charge.

RBH:FI

67-102045-33

PEF:DM

November 11, 1937.

MEMORANDUM FOR THE DIRECTOR

Re: Inspection - Knoxville Division.

R. B. Hood

The inspection of the Knoxville Division was begun on October 25, 1937, and completed October 29, 1937.

PHYSICAL CONDITION AND MAINTENANCE

Location and physical organization:

The Knoxville office occupies a portion of the fourth floor of the Hamilton National Bank Building, which is located in the center of the downtown district of Knoxville. It is four blocks from the offices of the United States Attorney and other Federal officials and is convenient to Police Headquarters.

The space occupied by this office is more than ample for its needs. However, the office is so arranged that a reduction in space does not appear to be feasible at this time, as it would involve the rearrangement of partitions, etc. At present, there are three rooms which can be used for conferences. The vault is of ample size and affords ample protection for the firearms of the office. There are two detention rooms. The supply room is well organized and neatly maintained. The layout of the various offices and the equipment therein is satisfactory.

Physical Maintenance:

It is quite evident from the outer appearance of the office that considerable attention has been given to maintaining it in a clean and neat manner. There was found in Special Agent Mann's unlocked cabinet his pistol. In his desk, which was also unlocked, were found a pair of handcuffs. The inspection of the equipment being made on Sunday, there was no excuse for these to be unlocked. It was further noted that at the time of my arrival at the office, I walked in and completed a complete tour of the office without meeting any employee, the employee on duty being in the Men's Room. Instructions were issued that at any time an employee was not on duty to receive callers, he should lock the entrance door.

In the Special Agent in Charge's desk, there were found the Agents' notebooks on the June, 1937, monthly conference. The various bulletins and other pamphlets contained in the desk of the Special Agent in Charge were not neatly arranged, but rather were piled in. He was instructed to maintain his desk in a neat fashion.

67-102045-36

PENDING WORK

The following schedule reflects the pending unassigned investigations as of October 25, 1937:

<u>Classification</u>	<u>Active</u>	<u>Inactive</u>	<u>Total</u>	<u>Days' Work</u>	
				<u>Agents</u>	<u>Accts.</u>
15. Larceny from Interstate Ship.	4	0	4	3	0
17. Veterans Adm. Matter	1	0	1	1	0
26. N. M. V. T. A.	25	4	29	14	0
29. National Bank and Fed. Res. Acts	2	1	3	5	0
31. White Slave Traffic Act	10	0	10	7	0
47. Impersonation	3	1	4	2	0
48. Postal violations except M.F.	1	0	1	1	0
49. Bankruptcy	1	0	1	3	0
52. Theft of Government Property	6	1	7	5	0
70. Indian and Govt. Reserv. matters	1	1	2	1	0
73. Pardon, Parole Probation and conditional release violators	4	0	4	4	0
82. War Risk Insurance	22	33	55	31 1/2	0
86. Farm Credit Administration	0	1	1	0	0
87. National Stolen Property Act	1	0	1	1	0
88. Unlawful Flight to Avoid Pros.	2	0	2	1	0
93. Ascertaining Financial ability	2	0	2	1	0
Total	83	43	126	79	0

Good judgment has been used by the Special Agent in Charge in assigning his work and few are seriously delinquent, and where delinquent it appears the delinquency is due to the shortage of personnel. It is noted that the great majority of cases pending are National Motor Vehicle Theft Act, White Slave and War Risk Insurance cases.

Assigned Investigative Work:

The following is a schedule reflecting the condition of the assigned investigative work:

<u>Agent</u>	<u>Active</u>	<u>Inactive</u>	<u>Total</u>	<u>Days' Work</u>	
				<u>Agents</u>	<u>Accts.</u>
R. B. Hood, SAC	19	0	19	21	0
D. M. Brightman, SA	27	3	30	49 1/2	0
J. R. Farley, SA	22	1	23	38	0
R. T. Mann, SA	28	0	28	22 1/2	0
G. R. McSwain, SA	17	3	20	18 1/2	0
D. O. Smith	21	5	26	11 1/2	0
Total assigned	134	12	146	151	0
Unassigned	83	43	126	79	0
	217	55	272	230	0

PENDING WORK

The following schedule reflects the pending unassigned investigations as of October 15, 1937:

<u>Classification</u>				<u>Days' Work</u>	
	<u>Active</u>	<u>In active</u>	<u>Total</u>	<u>Agents</u>	<u>Accts.</u>
15. Larceny from Interstate Ship.	4	0	4	3	0
17. Veterans Adm. Matter	1	0	1	1	0
26. N. M. V. T. A.	25	4	29	14	0
29. National Bank and Fed. Res. Acts	2	1	3	5	0
31. White Slave Traffic Act	10	0	10	7	0
47. Impersonation	3	1	4	2	0
48. Postal violations except M.F.	1	0	1	1	0
49. Bankruptcy	1	0	1	3	0
52. Theft of Government Property	6	1	7	5	0
70. Indian and Govt. Reserv. matters	1	1	2	1	0
73. Pardon, Parole Probation and conditional release violators	4	0	4	4	0
82. War Risk Insurance	22	33	55	31	0
86. Farm Credit Administration	0	1	1	0	0
87. National Stolen Property Act	1	0	1	1	0
88. Unlawful Flight to Avoid Pros.	2	0	2	1	0
93. Ascertaining Financial Ability	2	0	2	1	0
Total	89	43	126	79	0

Good judgment has been used by the Special Agent in Charge in assigning his work and few are seriously delinquent, and where delinquent it appears the delinquency is due to the shortage of personnel. It is noted that the great majority of cases pending are National Motor Vehicle Theft Act, White Slave and War Risk Insurance cases.

Assigned Investigative Work:

The following is a schedule reflecting the condition of the assigned investigative work:

<u>Agent</u>				<u>Days' Work</u>	
	<u>Active</u>	<u>In active</u>	<u>Total</u>	<u>Agents</u>	<u>Accts.</u>
H. B. Hood, SAC	19	0	19	21	0
D. M. Brightman, SA	27	3	30	49	0
J. H. Farley, SA	22	1	23	28	0
R. T. Dunn, SA	28	0	28	22	0
G. R. McQuinn, SA	17	3	20	18	0
D. O. Smith	21	5	26	11	0
Total Assigned	134	12	146	151	0
Unassigned	89	43	126	79	0
	217	55	272	230	0

Pending stenographic and
clerical works

The following tabulation reflects the condition of the stenographic and clerical work as of October 26 and 27:

<u>Stenographers</u>	<u>October 26, 1937</u>	<u>October 27, 1937</u>
A. E. Bonham	None	None
R. E. Luscher	26 pages, 6 hrs. 40 min. 19 delinquent.	49 pages, 16 hours 14 delinquent
F. B. Newman	42 pages, 2 days	57 pages - 18 hrs.
H. H. Slate	2 pages - 30 minutes	2 pages - 30 minutes.

There is ample clerical help for the needs of the office and this work is in current shape.

ADMINISTRATIVE OPERATIONS

Organization of Territory:

The territory of the office, which covers the eastern judicial district of Tennessee, is so organized as to handle the work in an efficient manner without any duplication of travel.

A Resident Agent is stationed at Johnson City, Tennessee and one at Chattanooga, Tennessee. There is need for another Resident Agent at Chattanooga and occasionally assistance is given to the Resident Agent at Johnson City in cleaning up his work there.

Sources of Information:

The sources of information file of the office has been started. However, it is being maintained in conjunction with the confidential informant file and cards intermingled. It was suggested that a separation be made and that the sources of information file be so maintained as to be available to all Special Agents at all times.

It was further suggested that a determined effort be made to have the Agents contribute sources of information to this file in order to build it up to such an extent that it might be of some practical value in the operation of the office.

Road Work Box:

An examination of the road work box disclosed that two assignment cards were contained therein on closed cases. One card was contained on an unassigned case, which had actually been assigned. One original assignment card on a pending case was filed among the closed cases. These delinquencies were corrected.

Airplane Records:

The airplane records of the office are being maintained in current shape, as are the wanted notice and mail cover cards. Ticklers are being maintained for the purpose of making periodic checks of these files.

From an examination of the pending investigative case files, the following delinquencies were noted:

Investigations which have not been given prompt investigative attention and are now delinquent	57
Review of Files needed	3
No copy of warrant obtained in cases involving fugitives	3
Serials missing from the file	3
No disposition sheet submitted to the Bureau covering arrest where fingerprints were sent in	8
Failure to properly follow and supervise investigation as office of origin	2
Summary reports needed	1
Improper treatment of obscene matter	1
Cases carried as inactive in error	6
Improper handling of exhibits in that no record was made of their receipt for file	1

A review of the files from a clerical standpoint disclosed the following errors of form:

Failure to block-stamp and initial memos for file	68
Incorrect and improper serialization	5
Failure to serialize	9
Inactive cases which were not so designated	6

Files on general matters, including the 32-0, 33-0, 32-0, 37-0, and 91-00 were not being serialized but rather were treated in a manner similar to the administrative files. This was corrected.

Personnel Files:

An examination of the personnel files of the office disclosed four files received from other offices which had not been block-stamped to show the date of their receipt, nor treated as serial no. 1. Two memos in such files had not been blockstamped and one serial had not been serialized.

A review of the administrative files disclosed that in some instances daily reports were not being block-stamped to show their receipt. Appropriate instructions were issued in this regard. It was also found that field office register No. 1 was being typed before being placed in the file in order that it would present a neater appearance. Instructions were issued that this was unnecessary.

An examination of the investigative case files showed that they were not marked on the outside cover as to the Agent to whom the case was assigned. These delinquencies were corrected.

The index cards of the office are broken up under a guide containing only the 26 letters of the alphabet. In order to facilitate searches of the index, it was suggested that a guide containing further break-up of the alphabet be secured.

It was further noted that the subject matter of important bulletins and administrative files were not being indexed and no index cards were contained in the file on unknown subjects, such cards being filed according to the explanatory statement given in the title of the case.

Identification and
Apprehension Orders:

These files were being maintained on top of the clothes cabinet in an inaccessible place. It was further found that the Apprehension Orders were being clipped to the Identification Orders with a gem clip, which easily becomes detached. Instructions were issued that these be stapled together.

Maintenance of Exhibits:

Memoranda covering exhibits which were received, were not being block-stamped so as to show the date they were received, nor was there any notation made thereon as to whether the exhibit was to be returned after it had served its purpose.

In a number of instances evidence consisting of firearms were being maintained with the regular exhibits in the file cabinets. The Special Agent in Charge was instructed that evidence of this nature be kept in the vault or safe, where it would be adequately protected.

The following tabulation reflects the cases closed during the past four months:

June	52
July	81
August	50
September 87	<u>87</u>

Total 270

Average per month - 68

Work originating in the district:

The following tabulation reflects the cases by classification which originated in the district during the past four months:

<u>Classification</u>	<u>Total</u>
1. Training School	1
7. Kidnaping	4
9. Extortion	3
15. Larceny from interstate shipment	12
17. Veterans Administration Matter	1
26. National Motor Vehicle Theft Act	47
31. White Slave Traffic Act	16
37. Identification (fingerprint matters)	2
44. Civil rights and domestic violence	1
46. Fraud against the Government	1
47. Impersonation	4
48. Postal violations, except Mail Fraud	1
49. Bankruptcy	1
52. Theft of Government Property	17
62. Miscellaneous	5
67. Personnel	19
70. Indian and Government Reservation Matters	3
73. Pardon, parole, probation and conditional release violators	3
77. Personnel or administrative matters except Bureau	1
88. Unlawful Flight to Avoid Prosecution	1
82. War Risk Insurance	4
	147
Other Offices	
	142
Grand total	289

Knoxville is the office of origin in fifty-one per cent of the cases handled by that office. The majority of the work, which is well over one half, consists of theft from interstate shipment, National Motor Vehicle Theft Act and White Slave Traffic Act cases, none of which are of an involved or complicated nature.

Contacts and public relations:

SAC Hood has made eighteen speeches since he has been assigned to the Knoxville office, which appears to be a satisfactory number. He is acquainted with the city editors of the Knoxville newspapers and with either the city editor or an executive editor of the Chattanooga newspapers, which are the two largest cities in his district. He states he has personally met and contacted approximately three-fourths of the sheriffs in the district and chiefs of police in all the major cities. Satisfactory contacts have been made with the banks, Western Union, Postal Telegraph and credit associations in Knoxville. Mr. Hood has been giving considerable attention to the establishment of the necessary contacts and is acquainted with all the Federal officials in the district.

Personnel:

At the present time, in addition to the Special Agent in Charge, there are only five Agents assigned to the Knoxville office. This is an insufficient number to keep the work in current shape. One Agent is now under transfer from the new Agents' School and I recommend the assignment of an additional Agent. There are 54 cases presently pending in the city of Chattanooga; 23 of these are assigned to the Resident Agent there and 31 are unassigned. There are from 15 to 20 cases originating in Chattanooga each month and the volume of this work is more than can be handled by one man. It is my recommendation that another Resident Agent be designated for Chattanooga. Due to the close proximity of Chattanooga to Alabama and that section of the state handled by the Memphis office, quite a volume of work will always originate there. In addition to this, Special Agent Farley has established some very good contacts in Chattanooga and receives fifteen or twenty cases each month as a result thereof.

No Special Agent Accountants are now assigned to the Knoxville office and there is no accounting work presently pending. However, it is suggested that when an accountant is available, he be assigned to this office in order that immediate attention can be given to any incoming accounting cases.

There are ample stenographic and clerical employees for the present needs of the office, but no surplus.

The training of personnel is receiving the attention of the Special Agent in Charge and the various conferences of employees have been held, with the exception of the first quarterly conference of clerical employees, which Mr. Hood states was not held.

The following is a list of the Agents with respect to their ability to dictate, which is the composite opinion of the stenographers of the office:

1. SA R. T. Mann
2. SA D. O. Smith
3. SA J. H. Farley
4. SA G. R. McSwain
5. SA D. M. Brightman

The following are the grades which the employees of the office made on the various examinations afforded them during the inspections:

	<u>Rules and Regulations</u>	<u>Instructions</u>
R. E. Hood, SAC	100	100
D. O. Smith, SA	100	85
D. M. Brightman, SA	97	97
J. H. Farley, SA	90	80
R. T. Mann, SA	100	83
G. R. McSwain	100	96
	<u>Stenographic test</u>	<u>Teletype test</u>
Fred Newman, Steno.	90	78
H. H. Blate, steno.	87	75
R. E. Luscher	No grade	No grade
A. E. Bonham	Typing test 95½	74½

It will be noted that Special Agents J. H. Farley and R. T. Mann failed to obtain satisfactory grades on the Manual examinations, and Miss R. E. Luscher failed to make a passing grade on the stenographic test.

Tardiness:

There is attached a list of the three instances of tardiness which have occurred since the opening of the office. In each instance the excuse of the employee was acceptable to the Special Agent in Charge.

Per Diem:

There is attached a schedule reflecting the per diem of each of the Agents of the office since it has opened. It appears that the per diem is about as evenly distributed as possible, consistent with the requirements of the investigative work.

Overtime:

The following schedule reflects the overtime of each of the employees of the office since it has opened:

<u>Name</u>	<u>Average per day</u>
D. M. Brightman, SA	5 hr. 48 min.
J. H. Farley, SA	3 hr. 53 min.
R. E. Hood, SAC	5 hr. 46 min.
G. R. McSwain, SA	2 hr. 52 min.
R. T. Mann, SA	4 hr.
D. O. Smith, SA	3 hr. 23 min.
A. E. Bonham, typist	2 hr. 8 min.
H. E. Luscher, steno.	37 min.
Fred Newman, steno.	2 hr. 6 min.
H. H. Slate, steno.	2 hr. 8 min.

The overtime appears to be satisfactory with the exception of the extremely small amount of overtime performed by Miss H. E. Luscher. It was pointed out to the Special Agent in Charge that she might very easily perform at least an hour's overtime in order to do her share in keeping the work up to date.

No matrons have as yet been approved for use by the office.

Qualifications of Supervisory Officials:

SAC Hood was out of the district during the major portion of the period I spent in his office. However, I did go over with him each delinquency noted. I feel that Mr. Hood is supervising the work in good fashion; his office is well organized, operating smoothly, the morale is good and discipline is being maintained. He is familiar with the details of the operation of the office and given each matter his personal attention. He makes regular inspections of his own office and is familiar with all the investigations now pending. I think that his work in making contacts has been satisfactory. His youthful appearance no doubt is a handicap and is noticed, but despite this, he appears to be aggressive and forceful where necessary. He has worked hard, is interested in his work, proud of his office, and appeared to welcome the inspection. I feel that with more experience he will be capable of running an office somewhat larger than that of Knoxville.

Special Agent D. O. Smith, who is the number one man, is qualified for this position. He has a good knowledge of the Bureau's work, handles the office in a satisfactory manner in the absence of the Special Agent in Charge, is a good detail man and makes good contacts with law enforcement officials.

MISCELLANEOUS

I called upon United States Attorney James B. Frazier, Jr. He stated that Special Agents Brightman and Farley were unusually good men; that their investigations were excellent; that both made splendid witnesses, particularly Farley, and stated he hoped the Bureau would be able to let these two Agents remain in the Knoxville district.

Mr. Frazier is acquainted with SAC Hood. He stated he was somewhat skeptical when he first met him due to his extremely youthful appearance but that he has and is continuing to do a very good job; that he handles the work quickly and it is always in good shape. Mr. Frazier stated he believed another Agent in Chattanooga would speed up the work there and pointed out that more cases were handled in Chattanooga than in Nashville, where he said he heard the Bureau maintained three Resident Agents. Mr. Frazier stated he had no complaints of any kind to make and that his relations with the local office had been always most cooperative and cordial.

I also met Assistant United States Attorney Robert T. Kennerly. Mr. Kennerly stated it had been two years since he had seen a summary report from the Bureau; that he was not offering this as a complaint as he knew the men had been most busy, but he felt that summary reports did serve a most useful purpose to the United States Attorney and that they appreciated them whenever it was possible for them to be submitted. This was called to Mr. Hood's attention. Mr. Kennerly further suggested that all names in investigative reports be capitalized, stating he thought this would expedite the location of anyone when it was necessary to review a report.

I talked to Director of Public Safety Harry R. Burke and Elmer Dyke of the Knoxville Police Department, who is a graduate of the FBI Police Academy. They are both well acquainted with Mr. Hood and Mr. Burke stated he had always found the Knoxville office to be very cooperative and to be an excellent group of men. He intends to start a Training School for his police officers during the coming year, and I told him I knew the Director would be glad to assist him whenever possible. He is also desirous of having the Director talk to the Tennessee, Alabama, Mississippi Peace Officers Convention, which will meet in Knoxville next year, and stated that as soon as he could get the officers there together, they were going to extend an invitation to the Director for this purpose. He spoke very complimentary of the Director, stating you could not listen to him talk thirty minutes without being convinced that he had the best interest of law enforcement at heart.

I also talked to United States Marshal Henry Bell and Chief Deputy United States Marshal Chester H. Hackney. Both know SAC Hood and other Agents of the office. They stated that their relations were most cordial and cooperative. Mr. Hackney stated that sometime ago he had found it necessary to make an unfavorable report on two Agents for mistreating a mountaineer in his district when they were accompanied by one of his deputies and that immediately thereafter Mr. Hoover had fired both of these men; that at the time he made the complaint he did not do so with the thought in mind of having them fired and he is sorry he caused them the loss of their job, but he did think it was the best thing to do under the circumstances. I told him the Director appreciated very much his calling the improper activities of these Agents to his attention and that if he should learn of any such thing in the future, Mr. Hoover would appreciate hearing from him immediately.

-14-

Copies of the memoranda written on substantive delinquencies found in the investigative case files were forwarded to the Bureau immediately upon the completion of the inspection.

There are attached to this report the personnel write-ups on each of the employees of the office.

Respectfully submitted,

P. E. FOXNORTH, INSPECTOR.

Inspection Knoxville Office,
October 25 to October 29, 1937,
P. E. Foxworth, Inspector.

R. B. HOOD	SPECIAL AGENT IN CHARGE
Entered on duty	February 24, 1934
Grade and salary	Caf-12, \$4,600.00
Office of Preference	None
Rules and Regulations	100
Instructions	100

INSPECTOR FOXWORTH:

I feel that Mr. Hood is supervising the work in his office in good fashion. His office is well organized, operating smoothly, the morale is good and discipline is being maintained. He is familiar with the details of the operation of the office and gives each matter his personal attention. He makes regular inspections of his own office and is familiar with all the investigations now pending. I think that his work in making contacts has been satisfactory.

His youthful appearance no doubt is a handicap and is noticed, but despite this, he appears to be aggressive and forceful where necessary. He has worked hard, is interested in his work, proud of his office, and appeared to welcome the inspection. I feel that with more experience he will be capable of running an office somewhat larger than that of Knoxville.

Inspection Report,
Knoxville Division,
Oct. 25 to 29, 1937.
P. E. Foxworth, Inspector.

Post Office Box 2150
Knoxville, Tennessee
November 1, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Reference is made to the memorandum to me dated October 27, 1937 from Inspector P. M. Foxworth calling my attention to the four discrepancies appearing in the assignment card and road work box of this office, which were noted during his recent inspection.

This is to advise that the errors noted have all been corrected and at the present time the above mentioned boxes are in perfect order. Extreme care will be taken to avoid errors of this nature in the future.

I desire to advise the Bureau at this time that it has been my practice to personally check the assignment card and road work box in detail at the end of each month in order to see that no errors of this nature previously undiscovered, are carried over from one month to the next.

Very truly yours,

H. B. HOOD,
Special Agent in Charge.

EBH:REL

17-112-115-1

RX

JOHN EDGAR HOOVER
DIRECTOR

RBH:WKB

Federal Bureau of Investigation
United States Department of Justice

Washington, D. C.

December 2, 1937

MEMORANDUM FOR THE DIRECTOR

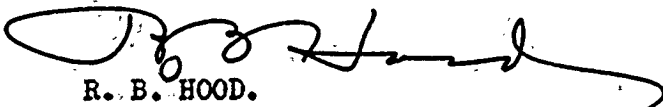
In accordance with the request of Mr. Clegg, the following memorandum is submitted relative to my arrival in Washington, D. C., on Sunday, November 28, 1937, rather than on Monday, November 29, 1937.

At 11:17 a.m. Central Standard time on November 26, 1937, I wired the Bureau from Knoxville, Tennessee, of my contemplated travel to Washington and this message was received at the Bureau at 12:27 p.m. Eastern Standard time. This message was received at the Bureau three hours prior to my departure and no instructions were received not to travel at that time.

I did not leave the Knoxville Field Office until 1:30 p.m. on Saturday afternoon and departed at 2:40 p.m. arriving in Washington, D. C., 6:30 a.m. on Sunday morning. In any event I would have departed from Knoxville late Saturday night arriving in Washington at 2:15 p.m. Sunday afternoon in order to have been on hand as instructed and not taking any chances for delay in travel. The sole reason for my arriving in the morning was in order that I could spend that few hours with my parents who were in Washington on that day.

I was not aware that I was violating any Bureau instructions in connection with this travel and certainly the matter of a few hours per diem is of no interest to me and no charge, therefore, will be made on my expense account.

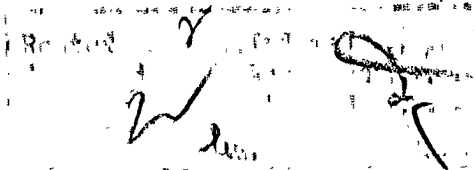
Respectfully,

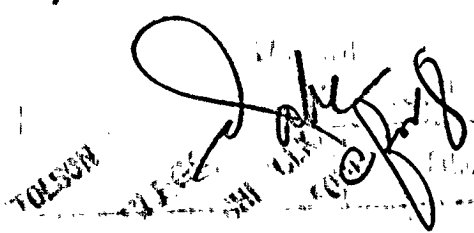

R. B. HOOD.

DEC 11 1937

67-35058-108

Mr. Nathan	✓
Mr. Tolson	✓
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Crowl	
Mr. Egan	
Mr. Foxworth	
Mr. Glavin	
Mr. Harbo	
Mr. Hendon	
Mr. Lester	
Mr. McGuire	
Mr. Mumford	
Mr. Nichols	
Mr. Pennington	
Mr. Schilder	
Mr. Tamm	
Mr. Tracy	
Miss Gandy	





HHC:VG

December 7, 1937.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

~~PERSONAL AND CONFIDENTIAL~~

Dear Mr. Hood:

There are attached two copies of a summary of the delinquencies discovered during the course of the recent inspection of the Knoxville Field Office by Inspector P. E. Foxworth.

It is desired that each of the delinquencies noted be given your immediate attention with the view to correcting such errors and preventing a recurrence of these matters.

Sincerely yours,

John Edgar Hoover,
Director.

Enclosures.

62-103045-97

DEPARTMENT OF JUSTICE
PERSONNEL RECOMMENDATION SHEET

Name: **Mr. Richard B. Hood**Date: **December 21, 1937.**Present Status1. Title: **Special Agent**2. Grade: **Caf 12**3. Salary: **\$4600 per annum**4. Seat of Government: ()
Field: (**F**)

5. Division:

6. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"Proposed Change7. Title: **Special Agent**8. Grade: **Caf 12**9. Salary: **\$4800 per annum**10. Seat of Government: ()
Field: (**F**)

11. Division:

12. Appropriation: "Salaries and Expenses,
Federal Bureau of Investigation"13. Effective: **January 1, 1938**14. Position: Additional: ()
Vice:

Identical:

15. Remarks:

*promoted
Jan 1-8-38
ah*

67 35032-109

CC: Miss Waddle
Chief, Audit Section

Respectfully submitted,

Director, Federal Bureau of Investigation.

Requirements as to Classification Act: Efficiency () _____ Date _____ Initial _____

Average provision () _____

approved: _____

The Administrative Assistant
to the Attorney General.

Funds certification: _____

approved: _____

The Assistant
to the Attorney General.

Note: If more than one personnel change is proposed, schedule the same on a separate sheet under captions 1 to 15 above, and attach hereto.

HHC:VG

December 4, 1937.

SUMMARY OF INSPECTION REPORT - KNOXVILLE OFFICE

(October, 1937)

By

" R B. Head "

— Inspector P. E. Foxworth —

PHYSICAL CONDITION AND MAINTENANCE

The space occupied by this office is more than ample for its needs. However, the office is so arranged that a reduction in space does not appear to be feasible at this time, as it would involve the rearrangement of partitions, etc.

In an unlocked cabinet a revolver was found belonging to Special Agent R. T. Mann. A pair of handcuffs were found in his desk, which was unlocked. The inspection was made on Sunday and the desk and cabinet should have been locked on that occasion.

The Inspector arrived at the office and made a complete tour without meeting any employee. The only employee on duty was absent in the washroom during this interval, and instructions had to be issued that when an employee is not in the office to receive callers he should lock the entrance door.

Notes on the June, 1937, conference were found in the desk of the Special Agent in Charge. Bulletins and pamphlets were also in a disorderly condition in this desk.

One of the cabinets in the stenographers' room was in disorder.

The cabinet in which Identification and Apprehension Orders are kept was out of reach of any employee of the office without climbing up on a chair, it being on top of a clothes cabinet.

67-102045-44

December 4, 1937.

The windows in the detention room were unprotected from the inside. There were bars on the outside but the windows could be broken by a person detained. A metallic screen to prevent this should be placed over the inside of the windows.

Only one Code Book "B" was in the office. An additional one is needed.

The detectiphone amplifier in the office was not in working order.

One of the tear gas guns was in need of cleaning.

The serial number of the fingerprint camera was not shown on the inventory.

One Hudson automobile was only in fair shape and the other Hudson examined was recently involved in a wreck and is now in dead storage.

ADMINISTRATIVE

The Inspector suggested that the Agents in the office should contribute more to the Source of Information File.

The Road Work Box contained four errors.

The personnel files of the office disclosed four files received from other offices which had not been block-stamped to show the date received. Two other errors appeared in these files.

Daily reports were not being block-stamped.

Field Office Register #2 was typed before being placed in the file, which is unnecessary work.

The names of Agents ^{to} whom cases were assigned were not listed on the outside file cover.

The index cards were not sufficiently broken up to facilitate searches.

Subject matter^s of important bulletins and administrative files were not being indexed.

December 4, 1937.

The Apprehension Orders were being clipped to the Identification Orders instead of being stapled together.

Exhibits were not being properly maintained. Memoranda covering exhibits were not being block-stamped to show the date received and there were no notations as to whether exhibits were to be returned after serving their purpose.

Firearms exhibits were being maintained in the regular file cabinets instead of in the vault or safe.

INVESTIGATIVE

The following investigative cases are pending in the Knoxville Field Division:

	Active	Inactive	Total	Days' Work Agents Accts.	
Assigned Cases	134	12	146	151	0
Unassigned Cases	<u>81</u>	<u>41</u>	<u>126</u>	<u>79</u>	<u>0</u>
Total Pending Cases -	217	55	272	230	0

Of the 217 pending cases in the Knoxville Office, 73 were written up as containing administrative delinquencies, as follows:

Investigations which have not been given prompt investigative attention and are now delinquent	57
Review of files needed	3
No copy of warrant obtained in cases involving fugitives	3
Serials missing from the file	3
No disposition sheet submitted to the Bureau covering arrest where fingerprints were sent in	8
Failure to properly follow and supervise investigation as office of origin	2

December 4, 1937.

Summary reports needed	1
Improper treatment of obscene matter	1
Cases carried as inactive in error	6
Improper handling of exhibits in that no record was made of their receipt for file	1

The pending investigative files likewise contained the following clerical delinquencies:

Failure to block-stamp and initial memoranda for file	68
Incorrect and improper serialization	5
Failure to serialize	9
Inactive cases which were not so designated	6

Files on general matters, including the 32-O, 80-O, 82-O, 87-O, and 91-O were not being serialized but rather were treated in a manner similar to the administrative files. This was corrected.

Originating in the Knoxville Division during the past four months were:

- 47 NIVTA cases
- 17 Theft of Government Property cases
- 16 WSTA cases
- 12 Larceny from Interstate Shipment cases
- 4 Impersonation cases
- 3 Extortion cases
- 4 WRI cases
- 1 Bankruptcy case

One hundred forty-seven cases originated in the Knoxville Division during the past four months and one hundred forty-two were received from other offices.

December 4, 1937.

PERSONNEL SUPERVISION

There is a need for an additional Resident Agent at Chattanooga.

There is an insufficient number of Agents to keep the work in this office in current shape. One Agent, at the time, was under assignment transfer from the new Agents' School and it was recommended that an additional Agent be assigned to the Knoxville Office.

Of the six Agents taking the examination on the Bureau's manuals, two failed to make a passing grade on the Manual of Instructions.

One stenographer failed to pass the stenographic test. All four employees failed to pass the teletypewriter test.

There were three instances of tardiness since the opening of the Knoxville Office. In each instance the excuse offered by the employee was acceptable to the Special Agent in Charge.

All the Agents of the Knoxville Office have averaged more than three hours a day overtime with the exception of one whose average was two hours and fifty-two minutes a day.

One stenographer averaged only thirty-seven minutes per day overtime and the maximum of two hours and eight minutes per day overtime was performed by the other clerical employees.

Special Agent D. O. Smith is qualified for the position he holds as Number One Man.

CONTACTS

Fifty-one percent of the cases handled by the Knoxville Office originated in that district.

Special Agent in Charge Hood has made eighteen speeches since his assignment to Knoxville. He is acquainted with the City Editors of the newspapers in Knoxville and Chattanooga. He stated he had contacted personally three-fourths of the Sheriffs and Chiefs of Police in the major cities of that territory. He has been giving considerable attention to the establishment of necessary contacts.

Memo for the Director

- 6 -

December 4, 1937.

The United States Attorney at Knoxville, Mr. James B. Frazier, Jr., commended particularly Special Agents Brightman and Farley. He indicated that he had been somewhat skeptical for fear that Special Agent in Charge Hood was too young but stated that Hood has done and is continuing to do a good job. He indicated the need for another Agent at Chattanooga to speed up the handling of the work there. Mr. Frazier indicated that it was his understanding that more cases were being handled in Chattanooga than in Nashville where he had heard the Bureau had three Resident Agents.

Assistant U. S. Attorney Robert T. Kennerly stated it had been two years since he had seen a summary report from the Bureau. He suggested that all names in investigative reports be capitalized.

(OVER)

December 4, 1937.

Special Agent in Charge R. B. Hood has exercised good judgment in assigning the work of the Knoxville Office. It was believed that he was supervising the work in a good fashion.

The office is well organized and operates smoothly.

The morale and discipline in the Knoxville Office is very good.

The SAC has been handicapped somewhat by his youthful appearance but appears to be aggressive, forceful, has worked hard, is interested in the work, takes a pride in his office, and appeared to welcome the inspection.

RECOMMENDATIONS

It is recommended that copies of this summary setting out the delinquencies discovered during the course of the inspection of the Knoxville Office be forwarded to the Knoxville Office for its information and guidance in correcting such delinquencies.

It is also recommended that these delinquencies be reviewed with Special Agent in Charge Hood while he is in Washington attending the conference for Special Agents in Charge.

Respectfully,

H. H. Clegg.

Federal Bureau of Investigation
United States Department of Justice

Post Office Box 2150
Knoxville, Tennessee
October 29, 1937

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

I am transmitting herewith comments made as a result of a review of the investigative case files pending in the Knoxville Division together with Special Agent in Charge Hood's answer to such comments. A summarization of the delinquency noted has been made and will be included in the Inspection Report submitted upon my return to Washington; however, I thought that the comments might be of immediate assistance to the Supervisor at the Seat of Government in following the investigation.

Very truly yours,

P. E. FOXNORTH,
Inspector.

PEF:REL

67-162-845-38

2

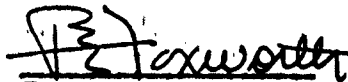
Knoxville, Tennessee,
October 28, 1937.

MEMORANDUM FOR SPECIAL AGENT IN CHARGE HOOD.

Following a review of the investigative case files pending in your office, the following substantive delinquencies have been observed.

It is desired that in each instance you record any explanation you may have to offer with reference to the delinquency.

Very truly yours,


Inspector Foxworth.


JAG Hood.

General Files.

Inspector Foxworth: An examination of the general files of the office reflects that some of them are not being maintained in the proper manner. The following files are not serialized: 1-O, Training Schools, 38-O Identification and Fingerprint Matters, 80-O Public Relations, 82-O War Risk Insurance Circularization of Private Insurance Companies, 87-O National Stolen Property Act and 91-00 Bank Robbery Instructions.

Acting SAC Smith: These will be serialized immediately.

**Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.**

7-4

George Fry, with aliases, et al.

Inspector Foxworth: The investigation of this matter is delinquent,
no report having been submitted since June 18,
1937.

Acting SAC Smith: These instructions will be followed.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

7-7

Unknown Subjects;
Hess Hart - Victim.

Inspector Foxworth:

The investigation of this case is delinquent in the Knoxville Division. A review should be made of the file and all leads suggested thereby should be given early attention in order to bring the case to logical conclusion.

Acting SAC Smith:

This case will receive further attention as soon as possible.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

7-12

James Cantrell, Fugitive, et al.

Inspector Foxworth: This investigation is delinquent in the
Knoxville Division.

Acting SAC Smith: Special Agent Farley has serials for
attention. He is being instructed to
handle same promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

9-1

Unknown Subjects;
Mrs. E. O. King - Victim.

Inspector Foxworth:

The latest report submitted by your office in this case is that of Special Agent Farley, dated July 14, 1937. This report contains numerous leads calling for investigative attention at Chattanooga, Tennessee. The investigation is now very delinquent and it should be given attention in an endeavor to bring the case to a logical conclusion in the near future.

Acting SAC Smith:

These instructions will be followed.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

9-2

Unknown Subjects;
Milton Harris - Victim.

Inspector Foxworth: This investigation is delinquent, no report having been submitted since that of Special Agent Farley dated July 15, 1937.

Acting SAC Smith: Special Agent Farley has serials in his possession for attention at Chattanooga. He is being instructed to handle same promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

9-8

Unknown Subjects;
Mrs. C. T. Hale - Victim.

Inspector Foxworth: The investigation of this case is delinquent and the most recent report, being that of Special Agent Mann dated August 23, 1937, does not contain leads for further investigation. The file should be reviewed and appropriate leads set forth.

Acting SAC Smith: These instructions will be complied with.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

15-30

Theft of Stewart-Warner Radios.

Inspector Foxworth: No report has been submitted in this case by your office since August 10, 1937. Leads are presently outstanding and inasmuch as the case is delinquent they should be covered in the near future.

Acting SAC Smith: This case will receive investigative attention at the earliest possible date.

**Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.**

17-6

Charles A. Stutzman.

Inspector Foxworth: The complaint in this matter was received in your office August 12, 1937. No investigation has yet been conducted and it is now delinquent.

Acting SAC Smith: A report on this file was dictated 10-26-37.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-11

Frank King, et al.

Inspector Foxworth:

This investigation is delinquent in the Knoxville District. A review should be made of this file and it should be ascertained if any prosecutive action is to be had.

Acting SAC Smith:

The Assistant United States Attorney at Knoxville has declined prosecution. The United States Attorney at Lexington, Ky., will be requested to furnish a prosecutive opinion at an early date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-15

John Cavendish - Fugitive.

Inspector Foxworth: No copy of the warrant issued for this Fugitive was ever secured for your file. While it does not appear to be necessary to secure a copy now inasmuch as the U. S. Attorney has declined prosecution and indicated the indictment would be dismissed, care should be exercised to see that copies of warrants are obtained in all such cases as soon as they are issued.

Acting SAC Smith: These instructions will be followed.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 24, 1937.

26-29

Bo Atkins Hightower.

Inspector Foxworth: The report of Earl Hirsch dated at Knoxville July 16, 1937, contains a lead to contact the United States Attorney with a view of having the indictment against George Benford nolle prossed. It does not appear that this lead has been covered. It is now delinquent.

SAG Hood:

On September 15, 1937 a letter was directed to the United States Attorney calling this matter to his attention in order that it could properly be disposed of at the coming term of court. This matter will be followed up by personal interview with the United States Attorney.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

86-35

Albert Roy Turner, with aliases.

Inspector Foxworth: The investigation of this matter is delinquent and the most recent report, which is dated September 2, 1937, indicates that a summary report will be prepared by your office. This report has not yet been prepared.

Acting SAC Smith: The possibility of an additional stolen automobile is indicated in this file and leads have been set out to determine if such a violation has occurred. In event the violation is not established in the near future a summary report will be submitted on the known violation and the additional possible violation will be treated in subsequent reports.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-47

Unknown Subjects; Ford Tudor
Sedan, Motor #12-138024.

Inspector Foxworth: The investigation of this matter is very delinquent in the Knoxville District. A review of the file reflects no information concerning interstate transportation of the automobile nor does the file reflect definitely that the car has been stolen. It is suggested in the event no information is forthcoming indicating the stolen character of the car and its transportation in interstate commerce that the investigative file be closed.

Acting SAC Smith: Appropriate inquiry will be made immediately to determine if a violation has occurred in this case and if a violation is established the necessary investigation will be made. If no violation is established the case will be closed.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

26-30

Clarence H. Livingston, with aliases.

Inspector Foxworth: The investigation of this case is delinquent.

Acting SAC Smith: This case is receiving attention and a report will be submitted promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-51

James Clark Aubrey, Fugitive.

Inspector Foxworth: The investigation of this matter is very delinquent in your district. It appears that considerable investigation has been conducted by correspondence in an endeavor to secure information concerning the alleged recovery on one automobile at Harrison, Tennessee. The law enforcement officers claim to have no record of the recovery of this car. It is suggested the logical means of securing information concerning the recovery would be to have the owner of the automobile again interviewed for the purpose of securing information as to the place and parties from whom he secured his automobile after it was recovered.

SAC Hood:

The Louisville Office was recently requested to perform the above investigation and no additional investigation will be undertaken here pending the receipt of a report from Louisville.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 29, 1937.

26-54

Bethel Hall Tilley, with aliases, Fugitive.

Inspector Foxworth: The most recent report in this case is that of Special Agent Farley, dated May 15, 1937, and contains a lead to report the prosecutive action taken against the Subjects. Investigation is now delinquent.

Acting SAG Smith: Special Agent Farley has serials for preparation of a summary report. He is being instructed to report the prosecutive status at once.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-88

Ernest Warren Beane.

Inspector Foxworth: The file of this case contains a letter from Captain J. R. Burrill, Ft. Sam Houston, U. S. Army, in which he gives the disposition of an arrest of the subject by that department on a charge of desertion. The information reflected in this letter should have been incorporated in a disposition sheet and promptly submitted to the Bureau. It is noted that the letter contains a notation to incorporate in next report. However, the incorporation of information concerning dispositions of arrests in investigative reports will not supplant the necessity of submitting such information by disposition sheets and dispositions should be submitted promptly in order that the files of the Identification Division of the Bureau will be up to date at all times.

SAC Hood:

It was not intended that the inclusion of this criminal record in a report would supplant the forwarding of a disposition sheet to the Bureau. It has been the practice in this office to withhold the submission of a disposition sheet until the next report is made following the receipt of a criminal record and at the time it is entered in the report an appropriate disposition sheet accompanies that report to the Bureau.

Inspector Foxworth: The above practice should immediately be discontinued and disposition sheets should be submitted promptly for the reason that any disposition of an arrest, similar to the one above mentioned, which has been in the possession of the Bureau since July 12, 1937, is not properly reflected in it's file and criminal records furnished others by the Identification Unit would necessarily be incomplete although the information was in the possession of the Bureau.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

26-65

Robert E. Metcalf, with aliases, et al.

Inspector Foxworth:

This file contains a letter from the Chief of Police, Hartford, Connecticut and from the Chief of Police, Newark, New Jersey, giving dispositions of arrests of Subject by those departments. This information should be furnished the Bureau on disposition sheets.

Acting SAC Smith:

Appropriate disposition sheets will be submitted promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-69

Unknown Subjects;
1936 Plymouth Coach, Motor #299249.

Inspector Foxworth:

The undeveloped leads requiring attention of the Knoxville Division are contained in the report of Special Agent D. M. Brightman, dated August 23, 1937. The investigation of these leads is now delinquent and should be given attention in the near future.

Acting SAC Smith:

This case will receive attention at the earliest possible date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-74

Parish Cloud.

Inspector Foxworth: No report has been submitted by the Knoxville Division in this case since that of Special Agent Mann, dated August 6, 1937. The investigation is now delinquent.

Acting SAC Smith: Subject John Cloud, when arraigned, changed his plea from guilty to not guilty. A report will be submitted reflecting the proper status of the case and outlining such further investigation as necessary.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-109

O. B. Wright, with aliases, Fugitive.

Inspector Foxworth: No copy of the warrant issued for the Fugitive in this case is contained in the file. A copy should be secured and placed in the file.

Acting SAC Smith: These instructions will be followed.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 29, 1937.

26-110

Ben F. Smith, et al.

Inspector Foxworth: The investigation of this case is delinquent in your district. There are a number of leads outstanding.

Acting SAC Smith: This case will receive investigative attention at the earliest possible date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

26-113

J. B. Nation, et al.

Inspector Foxworth: The investigation of this matter, which requires attention in your district, is now in a very delinquent status and should receive attention in the near future. The file contains a letter from the Chief of Police at Birmingham, Alabama giving the disposition of the arrest of the subject by that department June 14, 1926. This information should be submitted to the Bureau in the form of a disposition sheet. The file also contains letters from the Chief of Police at Chattanooga, Tennessee concerning the disposition of an arrest of Nation by that department on March 19, 1924 and the arrest of William Baker on May 1, 1923. This information should be submitted to the Bureau in a disposition sheet.

ACTing SAC Smith: Appropriate disposition sheets will be submitted immediately and the outstanding leads will receive attention as soon as possible.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

26-130

Ira Norton, with alias.

Inspector Foxworth: The report of Special Agent R. T. Mann, dated July 29, 1937, contains various leads calling for investigative attention in your district. These leads have not been covered and are now delinquent. It is further noted, from a review of the file, that serial #6 is not contained therein, nor is there a charge out slip covering the issuance of this serial to any Agent. An immediate endeavor should be made to locate this serial and return it to the file.

Acting SAC Smith: Every possible effort will be made to locate the missing serial and this case will receive investigative attention as soon as possible.

Inspector's Report,
Knoxville, Tennessee,
Inspector Foxworth,
October 27, 1937.

26-140

Joe Mayfield.

Inspector Foxworth: Serial #1 is not contained in this file nor does the file contain a charge out slip showing it has been issued to any Agent. An endeavor should be made to locate this serial and return it to the file. Your attention is further invited to the fact that this investigation is delinquent.

Acting SAC Smith: An effort will be made to locate the missing serial and determine if the case has been properly serialized. The case will receive further investigative attention as soon as possible.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-155

Edward Maddox.

Inspector Foxworth:

The report of Special Agent Brightman, dated August 28, 1937, which is the latest report submitted, contains a lead for the purpose of ascertaining if Subjects are moved to Kentucky or if further prosecutive action is to be had in this District. It appears that one of the Subjects has been prosecuted and sentenced in this district, and accordingly a prosecutive report should have been submitted to remove this case from its delinquent status.

Acting SAC Smith:

A report will be submitted in the near future to bring this case to date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

26-172

James Wehunt.

Inspector Foxworth: The investigation of this matter is presently delinquent in the Knoxville District.

SAC Hood:

No Agent has been available to handle this matter at Chattanooga, Tennessee. It has recently been assigned to an Agent.

Inspector's Report,
Knoxville, Office,
Inspector Foxworth,
October 25, 1937.

26-173

Olyde Ramsey, et al.

Inspector Foxworth: The investigation of this case is delinquent in your district.

Acting SAC Smith: The serial in this case was charged to Agent Mann 10-9-37. He is being instructed to advise immediately what investigation has been made.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

26-180

Bill Lawson.

Inspector Foxworth: The investigation of this matter is delinquent.

Acting SAC Smith: The original information indicating a violation is incomplete. The informant was requested by letter of 10-22-37 to furnish additional information.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

31-33

Samuel H. Brandon.

Inspector Foxworth: The investigation of this matter is delinquent, no report having been submitted since that of Special Agent Hirsch, dated July 22, 1937. It is further noted from a review of the file that a copy of the statement of Geneva Ruth Pirkle was not retained for your file, nor was it set forth in the investigative report; the investigation being given and it was marked obscene and forwarded to the Bureau. It is suggested that in such instances a copy of the report be maintained in order that your file may be complete.

SAC Hood:

No Agent has been available to conduct the necessary investigation at Chattanooga. In the future, copies of statements of an obscene nature will be handled as instructed above.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937/

31-44

R. A. Smith, Complainant.

Inspector Foxworth: The complaint in this case was received in your office August 7, 1937. To date no investigation appears to have been conducted and it is now delinquent.

Acting SAC Smith: This case will receive attention at Briceville, Tennessee at the earliest possible date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

31-45

G. J. Van Mol.

Inspector Foxworth: 7Leads for the New York Office, which were set out in report of Special Agent in Charge Hood, dated August 21, 1937, have not yet been covered. As the office of origin, you should follow up this investigation with New York and see that the investigation is completed promptly. It is further noted that the photograph of Mrs. E. F. Aurin is not contained in the exhibit file nor is any notation contained therein as to the disposition made of this photograph, nor does the file contain a change but slip showing it's disposition. It should be located and returned to the file.

Acting SAC Smith:

Every effort will be made to locate the photograph and the New York Office will be requested to conduct the desired investigation at once.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

31-48

Edward Olen Oulberson.

Inspector Foxworth: The investigative report of J. W. Gore, dated at Birmingham, Alabama, September 17, 1937, is marked at the top in capital letters as being Obscene. This report is treated in the file as any other reports are. It should be placed in an envelope properly identified and receipted.

SAC Head:

This Obscene report will be placed in a proper envelope and so marked at once.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

21-58

Walter Rash.

Inspector Foxworth:

The request for investigation in this case was received August 29, 1937. No investigation has yet been conducted and it is now delinquent.

Acting SAG Smith:

Serial was charged to Agent McGwain 10-9-37 and he is being instructed to handle the investigation at Johnson City and submit a report promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

31-60

Ernest H. Kinney.

Inspector Foxworth: The investigation of this matter is delinquent
in the Knoxville Division.

SAC Hood:

No Agent has been available to perform this
investigation in Chattanooga, Tennessee.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

31-44

R. D. Pearson.

Inspector Foxworth: This file contains a letter from the Asst. Superintendent, Bureau of Identification, El Paso, Texas, giving the disposition of the arrest of subject Willie Harrison by that department August 1, 1936. The file also contains a letter from the Chief of Police, Fort Worth, Texas, giving the disposition of arrest of Robert Pearson by that department September 28, 1930. The disposition of these two arrests should be furnished the Bureau in the form of disposition sheets in order that the files of the Identification Division will be complete.

Acting SAC Smith: Disposition sheets will be submitted immediately.

**Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 23, 1937.**

47-1

Robert T. Cawthon.

Inspector Foxworth: A review of this file fails to disclose that a copy of the warrant issued for the apprehension of the subject was ever secured and placed in the file. While it is not necessary to secure a warrant in this case inasmuch as a nolle prosequi has now been entered, care should be exercised to assure that a warrant is secured for the file in each case where the action is looking toward the location of a fugitive in which you are the office of prosecution.

Asking SAC Smith: These instructions will be complied with explicitly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1957.

47-13

Unknown Subjects;
Emmett T. Barker - Victim.

Inspector Foxworth: No report has been submitted in this case since that of Special Agent William B. Dillon, dated June 22, 1937, which contained an undeveloped lead calling for investigative attention at Knoxville. This case is now delinquent and should be handled in the near future.

Asting SAC Smith: This case will receive investigative attention as soon as possible.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

47-26

John Daniel Roberts, with aliases, Fugitive.

Inspector Foxworth:

The request for investigation in this case was received in your office July 17, 1937. It has not yet received any attention and is now very delinquent.

Acting SAC Smith:

The leads will be assigned for investigative attention as soon as possible.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

49-B

Jesse Moses Gossett.

Inspector Foxworth:

The complaint in this matter was received in your office August 5, 1937. No investigation has yet been conducted and the case is now delinquent.

Acting SAC Smith:

This case will receive attention in the near future.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

49-9

B. J. Jenson.

Inspector Foxworth:

The request for investigation in this matter was received in your office August 18, 1937. No investigation has yet been conducted and it is now delinquent.

Acting SAC Smith:

Serials were charged to Agent McGowan 10-15-37. He is being instructed to handle the investigation promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 20, 1937.

58-6

Unknown Subjects: Theft of Tool Box of
T. V. A., Camp #22, Maynardville, Tenn.

Inspector Foxworth: The investigation of this matter is presently
delinquent in your district.

SAC Hood:

Several efforts have been made to perform the
investigative lead in this case but the necessary
parties could not be located. The matter will
be handled by an Agent on the first available
opportunity.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

52-8

Unknown Subjects; Theft of two U. S.
Army Pistols, #500119 and #138159 from
OCC Camp, Bristol, Tennessee.

Inspector Foxworth: The report of Special Agent Mann dated
August 30, 1937 contains undeveloped leads
calling for further investigation in your
district. These leads have not been covered
and the investigation is now delinquent.

Acting SAC Smith: This case will receive attention and a report
will be submitted as soon as possible.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

52-26

Billy King.

Inspector Foxworth:

No report has been submitted in this case since the report of Special Agent D. O. Smith, dated September 2, 1937. The investigation is now delinquent.

Acting SAC Smith:

Two unsuccessful attempts have been made to interview informants in this case. The matter will receive further attention immediately and a report will be submitted promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

52-29

Henry H. Allgood.

Inspector Foxworth: This case is presently being carried as inactive, unassigned, however, the memorandum of Special Agent in Charge Hood, dated October 12, 1937, reflects that further investigation is desired. The case should therefore be carried as active. Investigation is now delinquent.

SAC Hood:

This case will be made active at once and the lead covered as soon as an Agent is available in the rural Chattanooga area.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

52-35

Wilbur J. Main, et al.

Inspector Foxworth: An examination of the file in this matter does not reflect any information contained therein concerning the location of the two .22 Springfield Rifles, which were recovered in this case. These rifles are presently located in the safe in the office of the Special Agent in Charge and an appropriate memorandum on a green sheet should be prepared reflecting receipt of the guns and their present location in the office.

Acting SAC Smith: These instructions will be complied with immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

52-37

Harry Lee Blasier.

Inspector Foxworth: The investigation of this matter, which was received in your office August 8, 1937, has not yet been conducted. The case is now delinquent.

Acting SAC Smith: Special Agent Mann has been instructed to complete investigation and submit a report in this case.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

58-38

Unknown Subjects;
Underwood Typewriter, Serial #4291835-12.

Inspector Foxworth: The request for investigation in this matter was received in your office August 4, 1937, which request was that a check be made with the Pawn Shop Detail of the Knoxville Police Department. It has not yet been given any investigative attention.

Acting SAC Smith: Serials were charged to Agent Farley for attention in Chattanooga, Tennessee 10-21-37. He is being instructed to handle and submit a report promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

88-45

Theft of Forty Gallons of Gasoline from
the Basement of Court House, Sevierville,
Tennessee.

Inspector Foxworth: The original complaint in this case was received August 17, 1937 and no investigation has yet been conducted. It is now delinquent. The memorandum contained in the file reflects that the gasoline may possibly be the property of the W. P. A. This should be ascertained and if so no further investigation should be made in the matter. It should be referred to the W.P.A.

SAC Hood:

No Agent has been available to conduct investigation at Sevierville, Tennessee, but this will be covered in the very near future.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

52-15

Floyd Phillips.

Inspector Foxworth: The investigation of this matter is delinquent in your district. The report of Special Agent in Charge R. B. Hood, dated August 25, 1937, contains an undeveloped lead which has not yet been covered.

W. L. Hood:
SAC Hood:

This file was reviewed on October 24, 1937 and investigation in this case will be conducted at the earliest possible date, no Agent having previously been available to handle this matter.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.
October 28, 1937.

70-15

John Butler Fletcher.

Inspector Foxworth:

The investigation of this case is delinquent in the Knoxville district.

Acting SAC Smith:

Serials were charged to Special Agent McGowan 10-19-37 in this case. He is being instructed to give some early investigative attention.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 23, 1937.

76-1

George W. Cannon.

Inspector Foxworth: The investigation of this case is quite delinquent in your district. A review of the file should be made and all leads looking towards the location and apprehension of Subject should be given prompt attention.

Acting SAC Smith: These instructions will be followed at once.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

82-00

War Risk Insurance - General.

Inspector Foxworth: This file contains a charge out slip dated May 29, 1937, charging serial 3 to Special Agent Dillon, who is no longer attached to your office. An endeavor should be made to have this serial immediately returned for the completion of the file.

Acting SAG Smith: These instructions will be complied with immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937

82-2

Joseph W. Hodges.

Inspector Foxworth: The assignment card on this case reflects it is presently being carried as inactive, unassigned, however, the file reflects that an active investigation is now under way and accordingly the assignment card is marked inactive in error.

SAC Head:

This case will be carried as active immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-9

Edward H. Jackson.

Inspector Foxworth: The assignment card on this case is presently being carried as pending inactive, unassigned. The file reflects a request received from the Department of Justice Attorney for further investigation, dated October 21, 1937. This case should therefore be carried as active investigation.

SAC HOOD:

This will be done immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-19

Roy Alexander Cohen.

Inspector Foxworth: This file contains a memorandum from Special Agent Farley dated October 24, 1937, reflecting that the United States Attorney had authorized the conducting of nonsuit negotiations in this case. The assignment card reflected that it is carried as inactive. It should be made active.

SAC Hood:

This will be done immediately and an Agent assigned to conduct appropriate nonsuit negotiations.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-24

Joe C. Carter.

Inspector Foxworth: The report of Special Agent Dillon dated June 4, 1937, contains a lead to contact the Department of Justice Attorney relative to securing permission to conduct nonsuit negotiations in this case. It does not appear that the Department of Justice Attorney has yet been contacted and the case is presently being carried erroneously as inactive.

SAC Hood:

This case will be made active at once and it is receiving investigative attention on this date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-26

Oscar L. Thomas.

Inspector Foxworth: The report of Special Agent Dillen, dated at Knoxville August 26, 1937, contains a lead to consult with the Department of Justice Attorney and endeavor to have this case set for trial at the December term. The file contains no subsequent serials and it does not appear that this has yet been done.

SAC Hook:

A conference with the Department of Justice Attorney relative to the cases to be tried at the above mentioned term will be had in the very near future and this case will be specifically call to his attention in an effort to list it on the calendar.

**Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.**

82-41

Herbert A. Jones.

Inspector Foxworth: The report of Special Agent William B. Dillon dated at Knoxville contains a lead to contact the Department of Justice Attorney regarding the outcome of the pending compromise offer. This report is dated July 19, 1937 and the file contains no subsequent serials reflecting that any further attention has been given this case.

SAC HOOD:

This matter will be taken up with the War Risk Insurance Attorney at once to determine the status of the compromise proceedings.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-43

Ollie V. Mullins.

Inspector Foxworth: The most recent report in this case, which is dated August 8, 1937, contains a lead to check the docket at the U. S. District Court, Greenville, Tennessee after the September Term. The file does not reflect that this has yet been done.

SAC Hood:

The docket at Greenville, Tennessee has recently been checked and a report is now being prepared reporting the status of this case.

**Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.**

82-44

Charles A. Ginley.

Inspector Foxworth: This case is presently being carried as inactive, unassigned. The report of Special Agent F. C. Holloman, dated at Philadelphia, Pa. October 18, 1937 and the report of Special Agent William B. Dillon, dated at Knoxville August 6, 1937, both contain undeveloped leads to be investigated in your district. The investigation is now delinquent and the case should be carried as active.

SAC Hood:

This case will be so carried immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-47

Artie L. Shell.

Inspector Foxworth: The report of Special Agent William B. Dillon, dated August 8, 1937, contains a lead to check the docket of the U. S. District Court after the September, 1937 term of court. This lead is delinquent.

SAC Hood:

The docket at Greenville, Tennessee has recently been checked and this matter is now ready for dictation.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 26, 1937.

82-64

Robert H. Lane.

Inspector Foxworth: The investigation of this matter is delinquent in your office.

Acting SAC Smith: This case will receive investigative attention at the earliest possible date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

82-73

Benjamin Bailey Vetter.

Inspector Foxworth: The investigation of this case in which a number of leads are outstanding calling for attention in your district, is delinquent.

Acting SAC Smith: This case will be assigned for investigative attention at an early date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

62-80

Murphy David Maxey.

Inspector Foxworth: The investigation of this matter in which leads are outstanding is presently delinquent in your district.

Acting S.A.C Smith: We will handle this investigation immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

88-108

John W. Thomas.

Inspector Foxworth: The investigation of this matter, which was received in your office August 10, 1937, is now delinquent.

Acting SAC Smith: This case will be assigned for investigative attention at an early date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

87-3

Raymond Demaree, et al.

Inspector Foxworth:

The request for investigation in this case was received in your office on August 20, 1937. No investigation has as yet been conducted and it is now delinquent.

Acting SAC Smith:

This case is assigned to Agent Brightman for his attention. He is being instructed to handle same promptly.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

88-1

James Allen Wilson, Fugitive.

Inspector Foxworth: The investigation of this matter in which leads are pending, some of them since July 28, 1937, is now very delinquent and should be given attention in the near future.

Acting SAO Smith: Agent Mann has serials for attention in this case and he is being instructed to handle same immediately.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

86-3

Charles Howard Wright, with aliases.

Inspector Foxworth: The investigation of this case in the Knoxville Division is delinquent.

Acting S.O. Smith: Serials were charged to Agent Farley 10-19-37. He is being instructed to give same attention at an early date.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 28, 1937.

95-1

J. E. THOMPSON.

Inspector Foxworth: The request of investigation in this matter was received from the United States Attorney December 24, 1935. The Bureau thereafter instructed that the investigation might be conducted at such time after the investigation of all cases within the Bureau's primary jurisdiction had been completed. As this case has been pending for a long length of time, it is suggested that you endeavor to discreetly ascertain what disposition, if any, has been made of the case at the United States Attorney's office and if disposed of the file may be closed.

Acting SAC Smith: These instructions will be complied with.

Inspector's Report,
Knoxville Office,
Inspector Foxworth,
October 27, 1937.

407 Hamilton Bank Building
Knoxville, Tenn.

October 29, 1937

~~PERSONAL AND CONFIDENTIAL~~

Director,
Federal Bureau of Investigation,
Washington, D.C.

R. B. Hood

Dear Sir:

The following is a preliminary report on the inspection of the Knoxville office which has now been completed: The office is well located in the center of the downtown district, the space is quite ample for the present and future needs of the office. The layout of the office and arrangement of the furniture and fixtures are satisfactory. It is evident that considerable attention is given the maintenance of the office and it presents a neat and clean appearance.

A pair of handcuffs were found in Agents Mann desk which was unlocked, in this same agents file drawer was found his pistol and this too was unlocked. The inspection being made on Sunday. The Agents in Charge desk could be more orderly arranged and two of the stenographers desk were in need of cleaning.

The firearms of the office were found to be in excellent condition with the exception of the Gas Gun which had not been cleaned thoroughly since its receipt. The firearms expert employed by the office had stated that it was in good shape however. The listening device of the office was not in working order, the batteries being dead and none were on hand. Mr. Hood stated that the dampness of the vault ruined batteries so quickly that he had not ordered a supply. The machine was placed in working order and a supply of batteries ordered.

Only one copy of Code Book "B" was on hand, should it be necessary to issue this book to an agent the office would then be unable to decode any messages received. An additional supply of these code books have been requested.

One of the Hudson automobiles of the office which was recently involved in an accident has been placed in dead storage and is not in operating condition. Another of the Hudsons is in poor mechanical condition. The remaining five automobiles, which are ample for the present personnel, are in good condition.

At this time there are 217 active investigations pending and 55 inactive ones. 83 of the active investigations are unassigned. Good judgement has been used by the Special Agent in Charge in assigning the work and few of the cases are seriously delinquent. There are approxi-

67-102045-29

nately 60 cases which are not receiving prompt attention. In addition to the Special Agent in Charge there are only five agents assigned to the office. This is an insufficient number to keep the work in current shape. One agent is now under transfer here from the new agents school and I recommend the assignment of an additional agent. The volume of work in Chattanooga is more than can be handled by one man and I recommend the designation of another resident agent there, if you approve of this recommendation I suggest that the agent transferred be designated for this assignment. At the present the resident agent in Chattanooga is carrying 23 cases and there are 31 others requiring investigation there which are unassigned. Due to the close proximity of Chattanooga to both Alabama and that section of this state handled by the Memphis office quite a volume of work originates there. Mr. Hood agrees that another resident agent is needed in Chattanooga.

Examination of the road work box disclosed two assignment cards contained therein on closed cases, one carried as unassigned which was assigned and one original assignment card on a pending case filed among the closed cases. These delinquencies were corrected.

The airplane records of the office are being maintained in current shape as is the wanted notices and mail cover cards. The source of information file does not contain very much of value to the operation of the office. Instructions were issued that it be given continued attention.

A review of the pending investigations reflected the following substantive delinquencies:

Delays in investigation	57
Review of files needed	3
Summary report needed	1
No copy of warrant on fugitive in file	3
Serials missing	3
Disposition sheets not submitted	8
Improper handling obscene matter	1
Cases designated inactive in error	6

The files from a clerical standpoint are being maintained in fair shape. These errors were noted: Failure to block stamp memorandum 68, improper serialization 5, not serialized 9 and 6 inactive cases were not so designated. Some of the general files on investigative matters were not serialized but were being treated in a manner similar to the administrative files. This was corrected.

Instructions were issued that a new set of guide cards be secured for the index cards to facilitate searches. The present guides providing for only twenty six subdivisions. Instructions were also issued that subject matter of important bulletins and administrative files be index, this was not being done.

Evidence consisting of firearms were being maintained with the regular exhibits in the file cabinets. I instructed that evidence of this nature be kept in the vault or safe.

During the past four months 289 cases have been opened of this number 147 or 51% originated in the district. The majority of the work, well over one half, consist of Theft from Interstate Shipment, National Motor Vehicle Theft Act and White Slave Traffic Act cases.

The agents conferences, clerical conferences and firearms training are being regularly held and personally supervised by the Special Agent in Charge.

Overtime of the personnel of the office appears to be satisfactory as reflected by the following schedule showing the average daily overtime of each employee since the office was opened:

R.B. Hood,	Special Agent in Charge	5 hrs.46 min.
D.M. Brightman,	Special Agent	5 " 48 "
J.H. Farley	"	3 " 30 "
G.R. McSwain	"	2 " 52 "
R.T. Mann	"	4 " "
D.O. Smith	"	3 " 23 "
A.E. Bonhan	Chief Clerk	2 " 8 "
R.E. Lusher	Stenographer	37 "
F.B. Newman	"	2 " 6 "
H.H. Slate	Night Clerk	2 " 8 "

Special Agents J.H. Farley and R.T. Mann failed to attain satisfactory grades on the manual examinations, Agents Farley receiving a grade of 80 on the manual of instruction, while Mann received a grade of 83 on the same manual. Miss Rose Lusher, stenographer made no grade on the stenographic test. There is attached a memorandum showing the grade of each employee.

Special Agent in Charge Hood was out of the district during the major portion of the period I have been in the office. However I have gone over each delinquency with him. I believe that Mr. Hood is supervising the work in good fashion, the office is well organized and appears to be operating smoothly, the morale is good and discipline is being maintained. Mr. Hood is familiar with all details of the operation of the office and gives each matter his personal attention. He makes regular inspections of his own office and is familiar with the investigations now pending. I believe his work in making contacts to have been satisfactory, the law enforcement officers whom I meet spoke very highly of him. He has made 18 speeches since the opening of the office in May 1937. His youthful appearance is no doubt a handicap and is noticed but he is aggressive and appears forceful where necessary. He has worked hard, is interested in his work, proud of his office and his attitude during the inspection was excellent, in fact he gave every indication of welcoming and inspection and being anxious to correct any delinquencies. I feel that with more experience you will be able to use him in a larger office and would rate him as an average Special Agent in Charge.

In my opinion none of the other employees of the office are capable of assuming additional responsibilities at this time.

Very truly yours,

P.E. Foxworth.

LEB:AEM

December 20, 1937.

Mr. R. B. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Post Office Box 2150,
Knoxville, Tennessee.

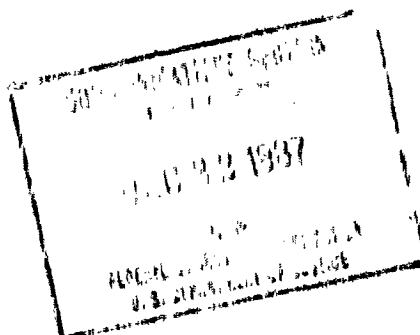
Dear Sir:

I thought you might like to have the enclosed
photograph taken on the range at Quantico, Virginia,
while you were in attendance at the recent SAC Conference
in Washington.

Very truly yours,

John Edgar Hoover,
Director.

Enclosure



67 33828 110

[Faint, illegible handwritten notes and stamps]

[Handwritten initials and marks]

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

HHC:RML

December 22, 1937.

MEMORANDUM FOR THE DIRECTOR

RE: SAC RICHARD B. HOOD

Special Agent in Charge Richard B. Hood attended the S. D. W. School from November 29, 1937, to December 10, 1937. The first week was spent in class room instruction; five days in firearms instruction at Quantico and one day at conferences with Bureau officials.

He qualified in all phases of firearms work at Quantico. Special Agent Walsh in charge of the instruction there rated him as third out of the 8 Special Agents in Charge present in ability to teach firearms usages to Special Agents.

His firearms grades were as follows:

Practical Pistol Course	-	86
Automobile Course - .38	-	67
Automobile Course - Machine Gun	-	67
Shotgun	-	80
.30'06	-	80
Colt Monitor	-	71
.351	-	100
Machine Gun	-	100
Hip Shooting	-	Good
Gas	-	Instruction received

This Special Agent in Charge, I believe, is entirely capable of performing the duties of such a position. He is possessed of a rather cool, Germanic type of personality and appearance, but with, however, considerable effort he is able, with some artificial warmth, to make a reasonably satisfactory impression on those whom he meets.

I think he tries hard. He has developed some degree of maturity since becoming SAC and I believe he will make still further progress in such position.

As an investigator I would rate him as "Good"; as an administrator "Good" and as a salesman "Fair".

Respectfully,

H. H. Clegg.

Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Hottel
Mr. Lester
Mr. McIntire
Mr. Naughten
Mr. Nichols
Mr. Pennington
Mr. Rosen
Mr. Schuler
Mr. Tamm
Mr. Tracy
Mr. Gandy

JAN 3 1938

67-33038-111

DEC 31 1937

WHDL:EG

December 11, 1937

~~PERSONAL AND CONFIDENTIAL~~

MEMORANDUM FOR THE DIRECTOR

RE: Conferences with SACs and Supervisors
in third Special Agents in Charge
Conference on December 11, 1937.

SPECIAL AGENT IN CHARGE "RICHARD B. HOOD"
KNOXVILLE, TENNESSEE

Special Agent in Charge Hood impresses with his sincerity, is extremely alert and apparently very desirous of succeeding. It is my belief that he might leave something to be desired in his contacts with law enforcement officers but that he would be very thorough and conscientious and that he would be a fairly good contact man in regard to outstanding citizens. However, it has come to my attention that in certain portions of his district he has not made such a favorable impression upon some citizens. It is believed he can give satisfactory talks before small civic and law enforcement organizations but I have also heard criticism of his talks before civic organizations. He is not recommended as a contact man for national law enforcement conventions.

67-821-2.2

A copy of this memorandum is being routed directly to Mr. Clegg for his personal and confidential information.

Respectfully,

W. H. Drane Lester.

CA

COPY

Washington Field Division, Rm. 2266,
Washington, D. C.

Dec. 15, 1937

MEMORANDUM FOR MR. CLEGG

This is to advise you that firearms instruction and practice was afforded the conference of Special Agents in Charge from December 5 to 9, 1937, at Quantico, Virginia. Each Special Agent in Charge was afforded the opportunity of handling the instruction of a group of men, and also the firing line at various times, and each one did this in a very satisfactory manner. On the basis of my observations, I have ranked the men as follows:

Vincent
Fletcher
" Hood "
Brown
Newman
Suran
Pieper
Fit'simons

This ranking is based upon their ability as instructors and the manner in which they handled the firing line, and is entirely independent of their ability as marksmen. This class was very capable in every respect, and it is my opinion that Special Agents in Charge Vincent, Fletcher and Hood were exceptionally good in their ability to handle a firing line.

Very truly yours,

Walter R. Walsh

67-1201-25

PT

AMC:LES

December 11, 1937.

MEMORANDUM FOR MR. TOLSON

There is submitted herewith the grade and salary of each Assistant Director, Inspector, Bureau Official, Division Head and Special Agent in Charge:

NAME

GRADE AND SALARY

Bureau officials and Division Heads.

Quinn, E. F.	Car 11 \$4200 - \$4800 N
"Hoon, H. H. (Act.)	Car 12 \$4800 - \$5400 OK JHM
Kottel, Guy	Car 12 \$4800 - \$5400 OK JHM
McVie, T. G. (Act.)	Car 11 \$4400 - \$5000 OK JHM
Petersen, V. E.	Car 12 \$4800 - \$5400 JHM
Pluper, E. F. L.	Car 12 \$4800 - \$5400 OK.
Ryalis, J. D. (Act.)	Car 12 \$4800 - \$5400 OK
Swan, E. C. (Act.)	Car 12 \$4800 - \$5400 OK
Vetterli, E. E.	Car 13 \$5200 - \$5800 OK
Warden, J. T. (Act.)	Car 1. \$4800 - \$5400 N
Wootton, D. H.	Car 11 \$4200 - \$4800 OK

Respectfully,

A.H. Crowl.

EXHIBIT Orig. in 67-67-462

67-07-462

✓

AKG:CLR

December 31, 1937.

Mr. R. A. Hood,
Federal Bureau of Investigation,
U. S. Department of Justice,
Post Office Box 2150,
Knoxville, Tennessee.

Dear Mr. Hood:

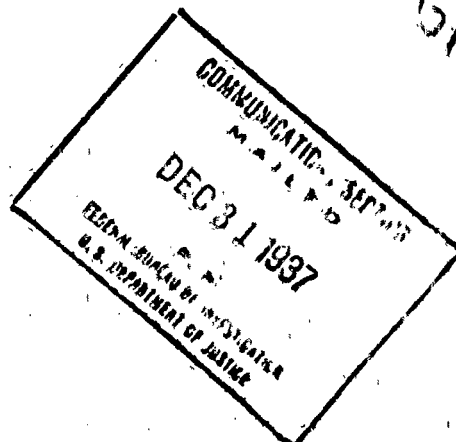
It is noted that, during the recent inspection of the Knoxville Field Division, you informed Inspector L. M. Foxworth that you had no office of preference.

Please be advised that the records of the Bureau have been changed, in accordance with this information.

Sincerely yours,

John Edgar Hoover,
Director.

67-35038-112



KMP.

[Handwritten signature]

Federal Bureau of Investigation
United States Department of Justice
Post Office Box 2150
Knoxville, Tennessee
January 4, 1938

Mr. Nathan	✓
Mr. Tolson	✓
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Coffey	
Mr. Hendon	
Mr. Jones	
Mr. Quinn	
Mr. Nease	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Nease	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Miss Gandy	✓

Mr. J. Edgar Hoover, Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Mr. Hoover:

I am in receipt of the photograph taken on the
range at Quantico, Virginia, while attending the recent Special
Agents in Charge Conference in Washington.

I wish to take this opportunity to thank you
for your kindness in having furnished me with this photograph.

Sincerely yours,

R. B. Hood
R. B. HOOD, *Sag*
Special Agent in Charge.

RBH:REL

JAN 7 - 1938

67-35838-113

SEARCHED	INDEXED
SERIALIZED	FILED

TOLESON

Reuter	Advised
Serialized	Filed
Serialized	Filed

ARC:GC
67-35038

January 8, 1938.

Mr. Richard B. Hood,
Federal Bureau of Investigation,
United States Department of Justice,
Post Office Box 2150,
Knoxville, Tennessee.

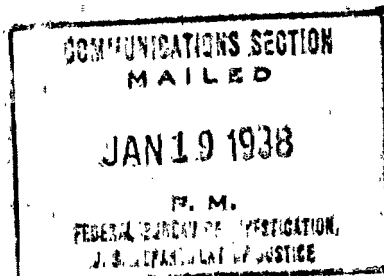
Dear Mr. Hood:

It is with pleasure that I am enclosing the
letter of the Attorney General advising you of your
promotion from \$4600 per annum to \$4800 per annum in
grade CAF 12, effective January 1, 1938.

Sincerely yours,

John Edgar Hoover,
Director.

Enclosure.



Mr. Nathan
Mr. Tolson
Mr. Baughman
Mr. Clegg
Mr. Coffey
Mr. Crowl
Mr. Egan
Mr. Foxworth
Mr. Glavin
Mr. Harbo
Mr. Hottel
Mr. Lester
Mr. McIntire
Mr. Naughton
Mr. Nichols
Mr. Pennington
Mr. Rosen
Mr. Schuler
Mr. Tamm
Mr. Tracy
Miss Gandy

Post Office Box 2150
Knoxville, Tennessee
January 3, 1938

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

Reference is made to Bureau letter of December 7, 1937 transmitting copies of a summary of the delinquencies noted during the course of inspection of the Knoxville Field Office by Inspector P. E. Foxworth.

With reference to the revolver and handcuffs found in the unlocked desk of a Special Agent, this is to advise that this condition has been changed and additional instructions relative to the manner of properly safeguarding such property have again been issued to the Agents. Careful note of such delinquencies will be made by me on my inspection of the Agents' desks.

In order that no outside individuals may enter the office unobserved when but one employee is on duty, appropriate instructions have been given that when Agents are in a remote part of the office the outside door should be locked. This applies particularly to Agents on week-end duty.

Notes on the Agents' Conference, found in the desk of the Special Agent in Charge, have been returned to the Agents and will in the future be returned immediately after examination following the conference.

The cabinet in the stenographers' room found in disorder was properly arranged while the inspection was in progress.

The file cabinet in which Identification and Apprehension Orders are kept has been placed in a more convenient location.

As advised by my letter of January 3, 1938, the windows in the detention room have been protected by a suitable screening from the inside.

Two additional copies of Code Book "B" have been obtained for the office.

The detectiphone amplifier, which was not in working order because of a low battery, is now checked along with other technical equipment once each week and is in perfect working order.

The tear gas gun, in need of cleaning, was properly cleaned and exhibited to the Inspector before he departed from this office.

The serial number of the fingerprint camera has been placed on the inventory.

The Hudson automobile, reported to be in fair condition, has recently undergone additional repairs and I will personally drive this car and submit a report thereon to the Bureau with a recommendation whether it be traded in by the Bureau when additional cars are next purchased. The Hudson automobile in a wrecked condition remains in dead storage and bids for the purchase thereof have previously been submitted to the Bureau by outside persons.

Appropriate steps are being taken to make certain the Agents contribute more to the Source of Information File.

The errors in the Road Work Box were, of course, corrected immediately upon being called to my attention and this box is periodically checked by me and at present is in perfect balance.

All errors called to my attention in the personnel files of this office were corrected and shown to the Inspector during the course of his visit.

The few daily reports erroneously filed without being block-stamped have been stamped and the Chief Clerk has been instructed to exercise more care in the handling of the files.

Field Office Register #2 is no longer being typed before being placed in the file.

The names of Agents to whom cases are assigned are being placed on the outside file covers.

A search of the index cards is now facilitated by an extensive break-down of the alphabet.

Subject matters of important bulletins and administrative files have been indexed.

The Apprehension Orders have been stapled to the Identification Orders, rather than being clipped as they were at the time of the inspection.

The memoranda covering exhibits have been block-stamped to show the date received and notations are being placed thereon to show when they will be returned to the owners.

All firearms exhibits are now maintained in the safe in the office of the Special Agent in Charge.

On January 3, 1938 I recommended to the Bureau by separate letter that Special Agent R. T. Mann be considered for the additional Resident Agent at Chattanooga, Tennessee.

The two Agents who failed to pass the examination of the Manual of Instructions will be given periodic oral quizzes by me in order to make certain that they are constantly reviewing the Manual covering investigations handled by the Bureau.

An additional stenographic test has been afforded the employee who failed to pass that given her by the Inspector and the Bureau has advised that a passing grade was attained in the recent test.

All employees have been given the Teletypewriter test and that given was not of the required length and accordingly an additional test will be afforded those employees and the results submitted to the Bureau in a separate communication.

I have taken appropriate steps to see that the overtime performed by the Clerical employees is more uniform and that additional overtime is performed by such employees in order that the work of this office may be turned out more promptly.

I wish to state for your information that I do appreciate the comments of Inspector P. E. Foxworth as I feel that the office as a whole and I personally have benefited a great deal from his inspection. I shall continue to exert my best efforts to conduct this office in the manner required by the Bureau.

Very truly yours,

R. B. HOOD,
Special Agent in Charge.

RBH:REL

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

307:mob

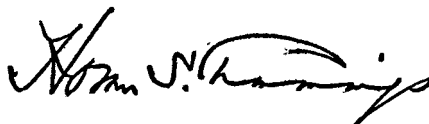
December 21, 1937

Mr. Richard B. Hood,
Federal Bureau of Investigation,
Department of Justice.

Dear Mr. Hood:

Your salary as a Special Agent in the Federal Bureau of Investigation, Department of Justice, is hereby increased from \$4600 per annum to \$4800 per annum in Grade CAF-12, effective January 1, 1938, and payable from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation", Field.

Respectfully,



Attorney General.

By the Attorney General:

(Signed) J. Edgar Hoover

Assistant to the Attorney General.

Federal Bureau of Investigation
United States Department of Justice

Post Office Box 2150
Knoxville, Tennessee
January 24, 1938

~~PERSONAL AND CONFIDENTIAL~~

Mr. J. Edgar Hoover, Director,
Federal Bureau of Investigation,
Washington, D. C.

My dear Mr. Hoover:

I am in receipt of your letter of January 8, 1938, advising me of my promotion and salary increase in Grade Caf 12. Permit me to again express to you my sincere appreciation of the confidence you have placed in me and I assure you that I shall continue to do my utmost for you and the Bureau.

Sincerely yours,

R. B. HOOD,
Special Agent in Charge.

RBH:REL

FEB 1 - 1938

67-2005 115

APR 26 1938

W. J. [Signature]

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 1
Page 184 ~ Duplicate